

WATERLOO CITY COUNCIL

Regular Meeting Agenda

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

Date: June 20, 2022

Time: 7:30 p.m.

1. Call to Order.
 2. Roll Call.
 3. Pledge of Allegiance.
 4. Correction or Withdrawal of Agenda Items by Sponsor.
 5. Approval of Minutes as Written or Amended.
 - A. Approval of the 05-23-22 Special City Council Meeting Minutes.
 - B. Approval of the 06-06-22 City Council Meeting Minutes.
 6. Petitions by Citizens on Non-Agenda Items.
 7. Reports and Communications from the Mayor and other City Officers.
 - A. Report of Collector.
 - B. Report of Treasurer.
 - C. Report of Subdivision and Zoning Administrator.
 - D. Report of Building Inspector / Code Administrator.
 - E. Report of Director of Public Works.
 - F. Report of Chief of Police.
 - G. Report of City Attorney.
 - H. Report and Communication by Mayor.
 1. Reappointment of Andrew Mayer to the Library Board for a three-year term to expire 06-30-25.
 2. Promotion of Officer Clifford Haddick to the rank of Sergeant Effective June 20, 2022.
 8. Report of Standing Committees.
 9. Report of Special Committees.
 10. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
 - A. Consideration and Action on Resolution No. 22-06 Authorizing the Execution of an Annual Agreement for Certified Water Operator Services with HMG Infrastructure Services, LLC.
 11. Unfinished Business.
 12. Miscellaneous Business.
 - A. Consideration and Action on a Special Event Permit Application from Crafted in the Loo for their "Fall Edition" Event to include a Pop-Up Coffee Bar at 111 N. Main Street, on September 10, 2022, 9 a.m. to 2 p.m., with the closure of two front parking spots at that location.
 - B. Consideration and Action on a Solicitation Request from the Waterloo Knights of Columbus for their Annual Tootsie Roll Drive for Intellectual Disabilities to be held on Friday, September 16 and Saturday, September 17, 2022 at the following intersections: Main & Mill, Rogers & Country Club Lane, Rogers & Hamacher.
 - C. Consideration and Action on a Special Event Permit Application from Vintage Wine Bar for their Annual Vintage Wine Festival to be held on September 24 & 25, 2022, 1 p.m. to 7 p.m., to include the closure of Main Street from the alley south of HTC to Third Street.
 - D. Consideration and Action on Approval of a Special Event Permit Application from the City of Waterloo for the Annual PumpkinFest to be held on Saturday, October 08, 2022, 9:00 a.m. to 4:00 p.m., in Downtown Waterloo with the Closure of Main, Mill and Third Streets around the Courthouse Square including extensions further north and south on Main and West on Mill.
 - E. Consideration and Action on Approval of a Special Event Permit Application from the Waterloo Lions and VFW Post #6504 for the Waterloo Homecoming to be held on Friday, August 26, 2022 beginning at 4 p.m. and ending on Sunday, August 28, 2022 at 1:00 a.m., including a Parade to be held at 5:00 p.m. on Saturday, August 27, 2022; and, the closure of Main, Mill and Third Streets around the Courthouse Lawn.
 - F. Consideration and Action on Approval of Proposal by Spectra Tech, in the amount of \$29,500.00, for the Installation of Lining in the West Plant Lift Station (old sewer plant).
 - G. Consideration and Action on Executive Session for the Discussion of Personnel as per ILCS 120/2(c)(1).
 13. Discussion of Matters by Council Members Arising After Agenda Deadline.
 14. Motion to Adjourn.
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DATES TO REMEMBER

June 21, 2022 – PortaWestfalica Festival.
June 28, 2022 – American Legion Meeting, Waterloo City Hall: 2nd Floor, 7:00 p.m.
July 04, 2022 – CITY OFFICES CLOSED FOR INDEPENDENCE DAY.
July 05, 2022 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
July 11, 2022 – Planning Commission Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
July 12, 2022 – Sister Cities Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
July 13, 2022 – Park District Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
July 18, 2022 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
July 21, 2022 – Zoning Board of Appeals Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
July 24-31, 2022 – Monroe County Fair, Monroe County Fairgrounds.
July 26, 2022 – American Legion Meeting, Waterloo City Hall: 2nd Floor, 7:00 p.m.

**MINUTES OF THE
EMERGENCY SPECIAL CITY COUNCIL MEETING
MAY 23, 2022**

1. The meeting was called to order by Mayor Pro Tem Heller at 7:30 p.m.
2. The following Aldermen were present: Notheisen, Matt Buettner, Hopkins, Trantham, Darter, Kyle Buettner, Row and Heller.
3. Pledge of Allegiance led by Mayor Pro Tem Heller.
4. Correction or Withdrawal of Agenda Items by Sponsor.
Alderman Darter requested that the appointment and approval of Alderman Clyde Heller as Mayor Pro Tem be added to the agenda this evening.
Motion to approve the addition of appointing and approval of Alderman Clyde Heller as Mayor Pro Tem be added to the agenda this evening was made by Alderman Darter and seconded by Alderman Notheisen.
Motion passed unanimously with Aldermen Darter, Kyle Buettner, Row, Heller, Notheisen, Matt Buettner, Hopkins and Trantham voting 'yea'.
5. Petitions by Citizens on Non-Agenda Items.
Mr. Gary Most stated he was uptown today, May 23, 2022, for business. There was a lot of loud music that was not conducive to a good hometown, business setting or family environment. Signs were posted outside of an uptown establishment about Mayor Smith and Waterloo Police Department employees. He assumes there is some issue going on, and that the business is expressing a grudge instead of addressing the issue properly. Mr. Most stated he lives approximately 1-1/2 mile away and can hear music from this establishment late at night.
6. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
 - A. Appointment of Alderman Clyde Heller to the Position of Mayor Pro Tem and to grant Alderman Heller full authority as Mayor until the return of Mayor Tom Smith.
Motion made by Alderman Darter and second by Alderman Row to appoint Alderman Clyde Heller to the position of Mayor Pro Tem and to grant Alderman Heller full authority as Mayor until the return of Mayor Tom Smith.
Motion passed with Aldermen Darter, Kyle Buettner, Row, Notheisen, Matt Buettner, Hopkins and Trantham voting 'yea' and Alderman Heller abstaining.
7. Miscellaneous Business.
 - A. Consideration and Action on Approval of Executive Session for the Discussion

Approval

of Imminent Litigation as per 5 ILCS 120/2(11).

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

of Executive Session for the Discussion of Imminent Litigation as per 5 ILCS 120/2(11).

Motion passed unanimously with Aldermen Kyle Buettner, Row, Heller, Notheisen, Matt Buettner, Hopkins, Trantham and Darter voting 'yea'.

Entered into Executive Session at 7:39 p.m.

Adjourned Executive Session at 8:13 p.m.

Motion to Resume Session made by Alderman Notheisen and seconded by Alderman Darter.

Motion passed with Aldermen Notheisen, Matt Buettner, Hopkins, Trantham, Darter, Kyle Buettner, Row and Heller voting 'yea'.

B. Discussion and Consideration of Action Relevant to Noise Complaints Regarding Local Businesses and Citizens.

Motion made by Alderman Notheisen and seconded by Alderman Darter allowing Mayor Pro Temp Heller to file an injunction, and sign an affidavit, at his discretion based on future noise disturbances from (Uncle John's) RRR Bar.

Motion passed with Aldermen Notheisen, Matt Buettner, Hopkins, Trantham, Darter, Kyle Buettner, Row and Heller voting 'yea'.

Alderman Notheisen recommended that Mayor Pro Temp Heller pulled the liquor license on RRR Bar immediately. This is not a motion, since it is a non-agenda item. However, as Mayor Pro Temp, Heller does have the authority to revoke the liquor license. Alderman Darter agreed, and Alderman Trantham stated that a liquor license is a privilege. Attorney St. Clair commented that immediately revoking the liquor license is not a complete solution to this issue. The Aldermen told Mayor Pro Temp Heller that they would support him in whatever discussion he makes. Chief Prorise commented that it is embarrassing to have the officers talked to the way they are when they enter this establishment. Mayor Pro Temp Heller stated he heard what the Aldermen are saying, appreciated their comments, but right now he would like to give the reduction of the noise issue a chance.

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

Alderman Notheisen inquired into the immediate shutdown of Washy's Saloon. The consensus was that there was an employment issue.

Alderman Trantham offered his support to Heller as Mayor Pro Tem.

Alderman Kyle Buettner also offered his support to Heller as Mayor Pro Tem.

Alderman Row reiterated the support for Heller as Mayor Pro Tem.

During Agenda Item #8, WPD Sergeant Eric Zaber requested to speak. Sergeant Zaber informed the Council that he was upset with the Gallagher Family as they have signs posted stating

“Fire Officer Zaber” and make condescending comments to him. Sergeant Zaber added that his family is equally as unsettled over the events occurring at the RRR Bar. He would like to City’s support to take action with RRR Bar, just not for him but for the entire Waterloo community.

9. Motion to Adjourn made by Alderman Kyle Buettner and seconded by Alderman Matt Buettner. Motion passed with an unanimous voice vote. Mayor Smith adjourned the meeting at 8:40 p.m.

Mechelle Childers - City Clerk

**MINUTES OF THE
CITY COUNCIL MEETING
JUNE 06, 2022**

1. The meeting was called to order by Mayor Pro Tem Heller at 7:30 p.m.
2. The following Aldermen were present: Notheisen, Matt Buettner, Hopkins, Trantham, Darter, Kyle Buettner, Row and Heller.
3. Pledge of Allegiance led by Mayor Pro Tem Heller.
4. Correction or Withdrawal of Agenda Items by Sponsor. None.
5. Approval of Minutes as Written or Amended.
Approval of City Council Meeting Minutes dated 05-16-22. Motion made by Alderman Row and seconded by Alderman Matt Buettner to approve the City Council Meeting Minutes from 05-16-22 as presented. Motion passed unanimously with Aldermen Row, Heller, Notheisen, Matt Buettner, Hopkins, Trantham, Darter and Kyle Buettner voting 'yea'.
6. Petitions by Citizens on Non-Agenda Items. None.
7. Reports and Communications from the Mayor and other City Officers.
 - A. Report of Collector. No report.
 - B. Report of Treasurer. No report.
 - C. Report of Subdivision and Zoning Administrator. No report.
 - D. Report of Director of Public Works.
 - The intersection at Columbia and Moore Street has been closed for the Moore Street Phase VI project. All emergency personnel have been notified. The Chairman of Porta Westfalica Festival has also been notified, and the new staging area will be at the VFW Post.
 - Baxmeyer moved their equipment to Morrison Avenue today, June 6, 2022, so this project should begin soon.
 - E. Report of Chief of Police.
Two big events occurred over the weekend with no issues.
 - Optimist Club Car Show, June 5, 2022.
 - Back Alley Bluegrass Festival, June 3-5, 2022.
 - F. Report of City Attorney. No report.

- G. Report and Communication by Mayor. No report.
- 8. Report of Standing Committees. No report.
- 9. Report of Special Committees.
Alderman Notheisen commented that orders were placed on options for Natural Gas Futures.
- 10. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
 - A. Consideration and Action on Ordinance No. 1851 Amending the City of Waterloo, IL Revised Code of Ordinances, Chapter 40 Zoning Code, Article I General Provisions, Section 40-1-15 Definitions, Regarding “Home Occupation”.
Motion made by Alderman Darter and seconded by Alderman Kyle Buettner to approve Ordinance No. 1851 Amending the City of Waterloo, IL Revised Code of Ordinances, Chapter 40 Zoning Code, Article I General Provisions, Section 40-1-15 Definitions, Regarding “Home Occupation”.
Motion passed unanimously with Aldermen Darter, Kyle Buettner, Row, Heller, Notheisen, Matt Buettner, Hopkins and Trantham voting ‘yea’.
 - B. Consideration and Action on Ordinance No. 1852 Amending the City of Waterloo, IL Revised Code of Ordinances, Chapter 30 Public Safety, Section 30-5-1 Police Department Rank Structure, Regarding the Addition of a Fourth Sergeant Position.
Motion made by Alderman Darter and seconded by Alderman Notheisen to approve Ordinance No. 1852 Amending the City of Waterloo, IL Revised Code of Ordinances, Chapter 30 Public Safety, Section 30-5-1 Police Department Rank Structure, Regarding the Addition of a Fourth Sergeant Position.
Motion passed unanimously with Aldermen Darter, Kyle Buettner, Row, Heller, Notheisen, Matt Buettner, Hopkins and Trantham voting ‘yea’.
- 11. Unfinished Business. None.
- 12. Miscellaneous Business.
 - A. Consideration and Action on Warrant No. 614.
Motion made by Alderman Darter and seconded by Alderman Matt Buettner on approving Action on Warrant No. 614.
Motion passed unanimously with Aldermen Darter, Kyle Buettner, Row, Heller, Notheisen, Matt Buettner, Hopkins and Trantham voting ‘yea’.
 - B. Consideration and Action on a Special Event Permit Application from the Waterloo Police Department for a Law Enforcement Torch Run to be held on Tuesday, June 14, 2022 from 9 a.m. - 10 a.m.

Motion made by Alderman Notheisen and seconded by Alderman Kyle Buettner to approve a Special Event Permit Application from the Waterloo Police Department for a Law Enforcement Torch Run to be held on Tuesday, June 14, 2022 from 9 a.m. - 10 a.m.

Motion passed unanimously with Aldermen Notheisen, Matt Buettner, Hopkins, Trantham, Darter, Kyle Buettner, Row and Heller voting 'yea'.

- C. Consideration and Action on a Special Event Permit Application from Crafted in the Loo for their "Christmas in July" Event to include a Pop-Up Coffee Bar at 111 N. Main Street, on July 15, 2022, 9 a.m. to 2 p.m., with the closure of two front parking spots at that location.

Motion made by Alderman Kyle Buettner and seconded by Alderman Hopkins to approve a Special Event Permit Application from Crafted in the Loo for their "Christmas in July" Event to include a Pop-Up Coffee Bar at 111 N. Main Street, on July 15, 2022, 9 a.m. to 2 p.m., with the closure of two front parking spots at that location.

Motion passed unanimously with Aldermen Kyle Buettner, Row, Heller, Notheisen, Matt Buettner, Hopkins, Trantham and Darter voting 'yea'.

- D. Consideration and Action on a Special Event Permit Application from the Monroe County Fair Association for the Annual Monroe County Fair to be held on July 24, 2022, 10 a.m., to July 31, 2022, midnight, at the Monroe County Fairgrounds.

Motion made by Alderman Row and seconded by Alderman Darter to approve a Special Event Permit Application from the Monroe County Fair Association for the Annual Monroe County Fair to be held on July 24, 2022, 10 a.m., to July 31, 2022, midnight, at the Monroe County Fairgrounds

Motion passed unanimously with Aldermen Row, Heller, Notheisen, Matt Buettner, Hopkins, Trantham, Darter and Kyle Buettner, voting 'yea'.

- E. Consideration and Action on a Special Event Permit Application from Crafted in the Loo for their "So Long Summer" Event to include a Pop-Up Coffee Bar at 111 N. Main Street, on August 20, 2022, 9 a.m. to 2 p.m., with the closure of two front parking spots at that location.

Motion made by Alderman Notheisen and seconded by Alderman Hopkins to approve

a Special Event Permit Application from Crafted in the Loo for their "So Long Summer" Event to include a Pop-Up Coffee Bar at 111 N. Main Street, on August 20, 2022, 9 a.m. to 2 p.m., with the closure of two front parking spots at that location.

Motion passed unanimously with Aldermen Notheisen, Matt Buettner, Hopkins, Trantham, Darter, Kyle Buettner, Row and Heller voting 'yea'.

- F. Consideration and Action on a Special Event Permit Application from Vintage Wine Bar for their Annual Rock-N-Blues Benefit Concert to be held on September 03, 2022, 12 p.m. to 11 p.m., to include the closure of the back and

side alleys.

Motion made by Alderman Hopkins and seconded by Alderman Row to approve a Special Event Permit Application from Vintage Wine Bar for their Annual Rock-N-Blues Benefit Concert to be held on September 03, 2022, 12 p.m. to 11 p.m., to include the closure of the back and side alleys

Motion passed unanimously with Aldermen Hopkins, Trantham, Darter, Kyle Buettner, Row, Heller, Notheisen and Matt Buettner voting 'yea'.

- G. Consideration and Action on Approval of a Special Use Permit Request from Human Support Services for a Residence to be located in a B-3 Zoned District at 4505 HH Road.

Motion made by Alderman Darter and seconded by Alderman Matt Buettner to approve

a Special Use Permit Request from Human Support Services for a Residence to be located in a B-3 Zoned District at 4505 HH Road.

Motion passed unanimously with Aldermen Darter, Kyle Buettner, Row, Heller, Notheisen, Matt Buettner, Hopkins and Trantham voting 'yea'.

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

Mayor Pro Tem Heller reminded everyone that on June 07, 2022 the City will be handing out ice cream at the Municipal Band Concert.

14. Motion to Adjourn made by Alderman Kyle Buettner and seconded by Alderman Matt Buettner. Motion passed with an unanimous voice vote. Mayor Pro Tem Heller adjourned the meeting at 8:18 p.m.

Mechelle Childers
City Clerk

CITY OF WATERLOO, ILLINOIS
COLLECTION REPORT

	2021-2022 ACTUAL AMOUNT	2022-2023 BUDGETED AMOUNT	% INCREASE/ DECREASE	2021 MAY	2022 MAY	% INCREASE/ DECREASE	2021-2022 FISCAL YTD	2022-2023 FISCAL YTD	% INCREASE/ DECREASE
ELEC SALES	10,791,810.10	11,140,000.00	3.23%	749,924.64	755,749.52	0.78%	749,924.64	755,749.52	0.78%
ELEC TAX	265,459.06			17,914.45	18,470.07	3.10%	17,914.45	18,470.07	3.10%
ELECT MISC.	(139,623.00)	277,600.00	298.82%	41,008.00	67,838.00	65.43%	41,008.00	67,838.00	65.43%
SUBTOTAL	10,917,646.16	11,417,600.00	4.58%	808,847.09	842,057.59	4.11%	808,847.09	842,057.59	4.11%
BEGINNING UNAPPLIED	628,035.52			48,624.02	45,083.69	-7.28%	48,624.02	45,083.69	-7.28%
UNAPPLIED CASH REC'D	139,254.05			10,853.04	10,861.98	0.08%	10,853.04	10,861.98	0.08%
UNAPPLIED DISBURSED	142,794.38			7,413.60	7,940.17	7.10%	7,413.60	7,940.17	7.10%
ENDING UNAPPLIED	624,495.19			52,063.46	48,005.50	-7.79%	52,063.46	48,005.50	-7.79%
GAS SALES	2,961,308.88	3,019,000.00	1.95%	235,881.20	314,537.89	33.35%	235,881.20	314,537.89	33.35%
GAS TAX	72,244.47			6,889.36	8,067.85	17.11%	6,889.36	8,067.85	17.11%
GAS MISC.	(18,274.00)	125,300.00	785.67%	27,707.00	23,812.00	-14.06%	27,707.00	23,812.00	-14.06%
SUBTOTAL	3,015,279.35	3,144,300.00	4.28%	270,477.56	346,417.74	28.08%	270,477.56	346,417.74	28.08%
WATER SALES	2,430,107.64	2,489,000.00	2.42%	184,785.75	208,925.53	13.06%	184,785.75	208,925.53	13.06%
WATER MISC.	769,794.14	797,000.00	3.53%	4,004.00	9,682.00	141.81%	4,004.00	9,682.00	141.81%
SUBTOTAL	3,199,901.78	3,286,000.00	2.69%	188,789.75	218,607.53	15.79%	188,789.75	218,607.53	15.79%
SEWER SALES	1,793,009.34	1,840,000.00	2.62%	137,038.14	151,729.65	10.72%	137,038.14	151,729.65	10.72%
SEWER MISC.	175,333.00	196,650.00	12.16%	18,325.00	17,786.00	-2.94%	18,325.00	17,786.00	-2.94%
SUBTOTAL	1,968,342.34	2,036,650.00	3.47%	155,363.14	169,515.65	9.11%	155,363.14	169,515.65	9.11%
CITY TAX	534,281.12	540,000.00	1.07%	38,364.80	43,962.14	14.59%	38,364.80	43,962.14	14.59%
MISC.	7,623.00	29,300.00	284.36%	669.00	7,102.00	961.58%	669.00	7,102.00	961.58%
SUBTOTAL	541,904.12	569,300.00	5.06%	39,033.80	51,064.14	30.82%	39,033.80	51,064.14	30.82%
REFUSE FEE	852,876.77	902,500.00	5.82%	67,179.46	75,967.37	13.08%	67,179.46	75,967.37	13.08%
VEHICLE STICKER	-	-		-	-		-	-	
FINES	35,727.00	36,000.00	0.76%	3,274.00	4,436.00	35.49%	3,274.00	4,436.00	35.49%
PERMITS	123,744.00	115,000.00	-7.07%	10,468.00	7,407.00	-29.24%	10,468.00	7,407.00	-29.24%
INSPECTION FEES	10,950.00	15,000.00	36.99%	975.00	1,050.00	7.69%	975.00	1,050.00	7.69%
FRANCHISE FEES	123,384.00	121,000.00	-1.93%	-	-		-	-	
LIQUOR LICENSE	23,660.00	22,000.00	-7.02%	2,210.00	2,284.00	3.35%	2,210.00	2,284.00	3.35%
INFRASTRUCTURE FEE	147,931.00	145,000.00	-1.98%	13,378.00	10,997.00	-17.80%	13,378.00	10,997.00	-17.80%
HOTEL/MOTEL TAX	15,136.00	15,000.00	-0.90%	1,340.00	755.00	-43.66%	1,340.00	755.00	-43.66%
MISC.	214,944.00	152,280.00	-29.15%	10,863.00	21,899.00	101.59%	10,863.00	21,899.00	101.59%
REPLACEMENT TAX	156,116.00	102,100.00	-34.60%	22,777.00	43,559.00	91.24%	22,777.00	43,559.00	91.24%
COUNTY TAX	294,526.00	320,450.00	8.80%	-	-		-	-	
SALES TAX	2,816,806.00	2,850,000.00	1.18%	192,422.00	199,807.00	3.84%	192,422.00	199,807.00	3.84%
BUSINESS DISTRICT TAX	107,333.00	107,000.00	-0.31%	7,907.00	7,606.00	-3.81%	7,907.00	7,606.00	-3.81%
CANNABIS USE TAX	17,143.00	21,500.00	25.42%	1,246.00	1,524.00	22.31%	1,246.00	1,524.00	22.31%
VIDEO GAMING	237,574.00	236,000.00	-0.66%	175.00	20,887.00	11835.43%	175.00	20,887.00	11835.43%
INCOME TAX	1,994,274.00	1,870,000.00	-6.23%	211,258.00	381,649.00	80.66%	211,258.00	381,649.00	80.66%
SUBTOTAL	7,172,124.77	7,030,830.00	-1.97%	545,472.46	779,827.37	42.96%	545,472.46	779,827.37	42.96%
MOTOR FUEL TAX	697,820.00	599,000.00	-14.16%	155,262.00	36,489.00	-76.50%	155,262.00	36,489.00	-76.50%
MISC	2,303.00	1,200.00	-47.89%	87.00	1,275.00	1365.52%	87.00	1,275.00	1365.52%
SUBTOTAL	700,123.00	600,200.00	-14.27%	155,349.00	37,764.00	-75.69%	155,349.00	37,764.00	-75.69%
UTILITY DEPOSITS	99,775.00	-		10,450.00	9,550.00	-8.61%	10,450.00	9,550.00	-8.61%
TOTAL DEPOSITS	27,754,350.57	28,084,880.00	1.19%	2,184,635.84	2,465,666.00	12.86%	2,184,635.84	2,465,666.00	12.86%

June 20, 2022

To: Mayor Tom Smith
City Attorney
City Aldermen

Re: Treasurer's Report

Attached, please find the May 31, 2022 Treasurer's Report for the City of Waterloo.

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

Sincerely,

Brad A. Papenberg

Brad A Papenberg
City Treasurer

**TREASURER'S REPORT
CITY OF WATERLOO**

For the month ending
May 31, 2022

CHECKING ACCOUNT	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
Petty Cash	\$ 497.98	\$ -	\$ -	\$ 497.98
Utility Deposit	36,594.48	9,900.00	6,550.00	39,944.48
General Fund	184,931.06	232,088.84	614,839.71	(197,819.81)
Motor Fuel Tax	109,707.57	64.95	39,862.93	69,909.59
Water Fund	649,683.21	216,006.56	185,877.21	679,812.56
Sewer Fund	340,815.85	166,877.52	122,042.67	385,650.70
Gas Fund	490,890.02	329,904.33	252,150.57	568,643.78
Electric Fund	687,999.80	798,027.63	759,557.25	726,470.18
Capital Improvements	395,116.99	46,676.59	8.37	441,785.21
D.A.R.E.	2,367.32	-	-	2,367.32
Interest	-	2,283.35		2,283.35
Hotel/Motel Tax	147,431.76	755.25	590.00	147,597.01
TOTALS:	\$3,046,036.04	\$1,802,585.02	\$1,981,478.71	\$2,867,142.35

INVESTED FUNDS				
Capital Improvements	\$ 975,183.04	5,124.33	-	980,307.37
Electric	11,276,810.49	59,256.58	-	11,336,067.07
E-Pay Utility Bills	36,652.59	133,050.57	127,143.15	42,560.01
Farm Account Income	216,888.85	1.84	-	216,890.69
Gas	4,009,264.53	21,067.60	-	4,030,332.13
General Fund	7,760,933.01	674,511.93	-	8,435,444.94
Motor Fuel	1,751,942.20	37,699.40	-	1,789,641.60
Pension Reserve	1,703,794.83	144.70	-	1,703,939.53
Sewer	1,042,915.31	5,480.24	-	1,048,395.55
Utility Deposits	313,754.85	1,648.69	-	315,403.54
Water	886,778.54	4,659.78	-	891,438.32
Total Invested Funds:	\$29,974,918.24	\$942,645.66	\$127,143.15	\$30,790,420.75

Total All City Funds:	\$33,020,954.28	\$2,745,230.68	\$2,108,621.86	\$33,657,563.10
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Pension Obligations	As of Date	Amount
Unfunded Actuarial Accrued Liability - IMRF	12/31/2020	-\$986,197.00
Unfunded Actuarial Accrued Liability - Police	4/30/2021	\$3,874,199.00
Total Unfunded Liability		\$2,888,002.00

Respectfully Submitted,

Brad A. Papenberg

Brad A. Papenberg
City Treasurer

Zoning Department Monthly Report 5/31/2022

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Residential Building Permits Issued:													
2022	7	3	5	5	2								22
2021	5	4	3	2	5	5	9	2	3	9	3	5	55
2020	2	6	3	5	6	5	4	5	5	9	6	6	62
2019	2	3	9	5	5	1	2	5	2	1	2	2	39
Accessory/Addition Building Permits Issued:													
2022	1	2	9	7	8								27
2021	3	4	11	12	10	6	8	10	6	7	6	3	86
2020	2	2	4	9	10	12	10	9	2	6	5	1	72
2019	0	2	5	15	7	13	3	9	3	4	5	2	68
Commercial/Industrial Building Permits Issued:													
2022	2	4	2	2	1								11
2021	1	2	3	2	2	2	0	5	6	1	1	0	25
2020	3	1	0	0	2	1	1	0	1	3	5	2	19
2019	5	4	2	3	1	1	6	1	3	3	1	3	33
Excavation Permits Issued:													
2022	3	2	3	5	2								15
2021	0	1	4	5	4	3	8	6	0	5	1	4	41
Sign Permits Issued:													
2022	2	2	0	5	0								9
2021	1	0	1	1	3	0	1	1	1	1	2	2	14
Demolition Permits Issued:													
2022	1	1	0	0	0								2
2021	0	0	0	4	0	0	1	0	0	0	0	0	5
Outside Dining Permits Issued:													
2022	0	0	1	0	0								1
												TOTAL	87

Building Inspector/Code Administrator Monthly Report 5/31/2022

	January	February	March	April	May	June	July	August	September	October	November	December	Total
New Construction Inspections:													
2022	12	25	33	21	49								140
2021	37	23	36	27	31	37	40	39	30	37	33	24	370
New Construction Re-Inspections													
2022	4	5	8	6	9								32
Rental Inspections:													
2022	11	10	8	10	10								49
2021	13	15	14	19	18	17	16	18	13	11	12	9	175
2020	21	22	20	16	23	12	14	24	13	15	9	17	206
2019	19	17	26	20	13	15	25	26	17	19	16	21	234
2018	17	12	16	15	10	26	14	31	19	21	23	10	214
2017	12	15	19	11	8	23	19	16	28	26	25	20	222
Rental Re-Inspections:													
2022	5	4	2	3	4								18
Dumpster/POD Permits Issued:													
2022	6	5	20	17	9								57
2021	11	10	12	10	18	8	12	10	16	14	6	11	138
Motor Vehicle Violation Notices:													
2022	0	3	4	4	2								13
2021	1	1	2	2	1	3	1	0	2	1	3	0	17
Property Violation Notices:													
2022	1	0	5	14	7								27
2021	3	5	4	3	6	6	4	3	10	3	6	6	59
Ordinance Violation Tickets Issued:													
2022	0	0	0	3	1								4

AGENDA REQUEST

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

1. Request is made for placement on the agenda for meeting to be held on:

June 20, 2022

(Date)

2. Description of matter to be placed on agenda:

Reappointment of Andrew Mayer to the Library Board for a three-year term to
expire 06-30-25.

3. Relief or action to be requested:

Reappointment.

4. Submittal date: 06-09-22

Submitted by:

Jamie Wratchford, Director – Morrison Talbot Library

DISPOSITION

5. X 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 Protem

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:
June 20, 2022
(Date)
2. Description of matter to be placed on agenda:
Promotion of Officer Clifford Haddick to the rank of Sergeant Effective
June 20, 2022.

3. Relief or action to be requested:
Approval.

4. Submittal date: 06-17-22

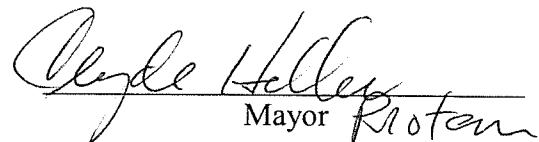
Submitted by: _____
Jeff Prosise, Chief of Police

DISPOSITION

5. X 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 Krotan

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:

June 20, 2022

(Date)

2. Description of matter to be placed on agenda:

Consideration and Action on Resolution No. 22-06 Authorizing the Execution of an
Annual Agreement for Certified Water Operator Services with HMG Infrastructure
Services, LLC.

3. Relief or action to be requested:

Approval.

4. Submittal date: 06-10-22

Submitted by:

Tim Birk, Director of Public Works

DISPOSITION

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

 Matter to be placed on agenda for meeting to be held on

 Matter referred to


Mayor 

RESOLUTION NO. 22-06

A RESOLUTION AUTHORIZING THE EXECUTION OF AN ANNUAL AGREEMENT FOR CERTIFIED WATER OPERATOR SERVICES WITH HMG INFRASTRUCTURE SERVICES, LLC.

WHEREAS, attached is a proposed Annual Certified Water Operator Services Agreement between the City of Waterloo, IL and HMG Infrastructure Services, LLC; and,

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

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

PASSED by the City Council and approved by the Mayor of the City of Waterloo, Illinois this 20th day of June, 2022.

AYES: _____

NAYES: _____

ABSENT: _____

ABSTAINED: _____

APPROVED:

Clyde Heller, Mayor Pro-Tem
City of Waterloo, IL

ATTESTED:

Mechelle Childers, City Clerk
City of Waterloo, IL



CERTIFIED WATER OPERATOR SERVICES AGREEMENT

SCOPE OF ROUTINE SERVICES

1. Visit system one (1) day per week and 8 hours per month per IEPA guidelines.
2. Provide guidance to OWNER'S staff on routine operation & maintenance.
3. Provide guidance to OWNER'S staff on collecting required routine compliance samples for analysis by an IEPA-approved outside laboratory. Lab analysis fees shall be at OWNER'S expense.
4. Prepare & submit routine operating reports to IEPA.
5. Review inquiries from the IEPA with OWNER and OWNER'S ENGINEER.
6. Issue boil orders when necessary. OWNER must notify OPERATOR if pressure falls below 20 psi or service is interrupted to any customer.
7. Notify or recommend to OWNER when equipment or other vital system components need replacement.

TERM

This Agreement shall be effective from **July 1, 2022** through **June 30, 2023**. The parties may extend or renew this Agreement, with or without changes, by written instrument establishing a new term.

COMPENSATION

ROUTINE SERVICES: For routine services described above, including labor and direct expenses, a lump sum fee of **\$1,500.00** per month.

ADDITIONAL SERVICES: Additional Services (hours requested in excess of routine hours, emergency callout, additional testing ,etc.) shall be billed according to the Rate Schedule provided in the Standard Conditions.

OWNER: CITY OF WATERLOO

BY: Tom Smith

TITLE: Mayor

DATE: _____

ADDRESS:

100 West Fourth Street

Waterloo, IL 62298

CONTACT:

Tim Birk tbirk@waterloo.il.us

OPERATOR: HMG INFRASTRUCTURE SERVICES, LLC

BY: Brian P. Buchheit, P.E., BCEE

TITLE: Chief Operating Officer

DATE: June 3, 2022

ADDRESS:

9360 Holy Cross Lane

Breese, Illinois 62230

CONTACT:

Tim Albers talbers@hmgengineers.com

STANDARD CONDITIONS

1. SERVICES. OPERATOR shall provide professional services in accordance with the agreed upon scope of work.

2. INITIATION. OPERATOR is authorized to proceed with services upon receipt of an executed Agreement or written Notice to Proceed.

3. COMPLETION/TERMINATION. This Agreement shall remain in force until completion and acceptance of the services or until terminated by mutual agreement. This contract may be terminated by the OWNER and/or OPERATOR upon 30 days written notice. In the event of such termination, OPERATOR will be paid the portion of the compensation (and fixed fee, if applicable) for services performed in accordance with the scope of services under the terms of this Agreement to the date of termination together with all costs arising out of such termination.

4. STANDARD OF CARE. Services provided by OPERATOR under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. OPERATOR makes no warranty or guarantee, either express or implied.

5. INDEPENDENT CONTRACTOR. OPERATOR is and shall always be during the term of this Agreement an independent contractor and not an employee or agent of the OWNER.

6. COMPLIANCE WITH LAWS. OPERATOR will endeavor to comply with Federal, State, and local laws and ordinances applicable to the services to be provided under this Agreement.

7. PAYMENT TERMS. OWNER will pay OPERATOR the fees set forth in the COMPENSATION section of the Agreement. Charges for services will be billed at least as frequently as monthly. Amounts outstanding more than 30 days shall accrue interest at the then current prime rate plus one (1%) percent per annum on the unpaid balance. Additional services provided as requested on a time and materials basis shall be invoiced separately.

8. ACCESS TO FACILITIES. Unless otherwise stated, the OPERATOR shall have access to the system facilities for activities necessary for the performance of services.

9. RESPONSIBILITIES OF THE OWNER. OWNER'S duties and responsibilities shall include but not be limited to:

- A. Personnel to operate water system facilities (elevated tanks, valves, etc.) and perform required chlorine residual testing in the distribution system.
- B. Capital improvements.
- C. Cost of all equipment, chemicals, supplies, utilities, and any other resources necessary to operate and maintain the system.
- D. Cost of all routine and emergency maintenance, service and repairs to the source, treatment, distribution and storage facilities.
- E. Cost of necessary compliance testing and outside laboratory fees.
- F. Cost of all equipment repair and replacement.
- G. Maintenance of the water system facilities grounds.
- H. Implementation of the Emergency Operating Plan.
- I. Comply with all permits.

10. HAZARDOUS CONDITIONS. The parties acknowledge that OPERATOR's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste, and radioactive materials). If OPERATOR or any other party encounters a Hazardous Environmental Condition, OPERATOR may, at its option and without liability for consequential or any other damages, suspend performance of services until OWNER: (i) retains appropriate specialty subconsultant or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the Site is in full compliance with applicable Laws and Regulations.

11. INSURANCE. OPERATOR shall maintain general, automobile, and employee liability coverage of at least \$1,000,000 and Worker's Compensation coverage in accordance with state law. OPERATOR will provide a certificate of

insurance upon request. OPERATOR shall name the OWNER as an additional insured.

12. INDEMNIFICATION & WAIVER. OWNER agrees, to the fullest extent permitted by law, to indemnify and hold harmless the OPERATOR from and against all damages, liabilities, or costs, including reasonable attorney's fees and defense costs, arising out of or in any way connected with the OPERATOR'S services under this Agreement, excepting only those damages, liabilities or costs arising from the sole negligence of the OPERATOR.

13. DISPUTES. Any action for claims arising out of or relating to this Agreement and/or respective services shall be governed by the laws of the State of Illinois. Venue shall be in Clinton County Circuit Court. Mediation is an express condition precedent to the filing of any legal action.

14. RATE SCHEDULE FOR TIME & MATERIAL SERVICES

Licensed Water/Wastewater Operator	\$125.00/hr
Mileage	Current IRS rate/mile
Overnight Per Diem	\$150.00

Laboratory Testing (each test)

Alkalinity	\$12.00
Ammonia Nitrogen	\$12.00
5-Day Biochemical Oxygen Demand (BOD5)	\$18.00
5-Day Carbonaceous BOD (CBOD5)	\$18.00
Chemical Oxygen Demand (COD)	\$18.00
Chlorine (Total and Free)	\$12.00
Coliform (Fecal & Total)	\$24.00
Copper	\$12.00
Dissolved Oxygen (DO)	\$12.00
E. Coli	\$24.00
Fluoride	\$12.00
Hardness	\$12.00
Iron	\$12.00
Lead	\$12.00
Manganese	\$12.00
Nitrate	\$12.00
Nitrite	\$12.00
pH	\$12.00
Surfactants	\$48.00
Total Kjeldahl Nitrogen (TKN)	\$24.00
Total Nitrogen (TN)	\$24.00
Total Organic Carbon (TOC)	\$24.00
Total Phosphorus (TP)	\$24.00
Total Solids (TS)	\$12.00
Total Suspended Solids (TSS)	\$12.00
Turbidity	\$12.00
Zinc	\$12.00

15. SYSTEM DESCRIPTION. Class C Water System including chemical feeds, system storage and distribution system.

16. SUPPLEMENTARY CONDITIONS. Additional provisions required by the OWNER, OPERATOR, or regulatory agency are attached as noted below.

17. SUPPLEMENTARY CONDITIONS ATTACHED: ☒ YES ☐ NO

A. CERTIFIED WATER SYSTEM OPERATOR CONTRACT FOR CONTRACTUAL OPERATION OF PUBLIC WATER SUPPLY

CERTIFIED WATER SYSTEM OPERATOR CONTRACT
(FOR CONTRACTUAL OPERATION OF PUBLIC WATER SUPPLY)

WHEREAS, the City of Waterloo, Illinois, hereinafter designated as the Supply, is desirous to employ a certified water plant operator; and

WHEREAS, Timothy G. Albers (Operator #186459095) of HMG Infrastructure Services, LLC, hereinafter designated as Independent Contractor, is capable of performing the duties required of a certified water system operator in the State of Illinois, and

WHEREAS, said Supply and Independent Contractor have entered into an agreement for employment for such position of certified water system operator on the following terms and conditions:

1. That said Independent Contractor, Timothy G. Albers (Operator #186459095) of HMG Infrastructure Services, LLC, is the holder of an Illinois EPA Class A Certificate as a public water supply operator and that the said Supply requires the services of such a person in the operation of its water system.
2. That said parties herein agree that said Independent Contractor will be responsible for operations of the City of Waterloo in accordance with the rules and regulations of the Illinois Environmental Protection Agency.
3. Said Independent Contractor hereby agrees to act as the Certified Water Plant Operator on a contractual basis for said City of Waterloo.
4. It is further agreed among the parties herein that Timothy G. Albers (Operator #186459095) of HMG Infrastructure Services, LLC is an Independent Contractor and is not an employee of the Supply and is not subject to employee provisions of employment by said Supply.
5. It is further agreed that this Contract shall be effective on July 1, 2022 and shall be fully operative and binding on all parties to this Contract until June 30, 2023 or canceled by either party by giving 30 days notice in writing by certified U. S. Mail, postage prepaid.
6. That said parties agree to the requirements set forth in the addendum to this agreement in regard to the responsibilities of both parties.
7. That this agreement and its addendum have been approved by the Illinois Environmental Protection Agency.

This Contract entered into this _____ day of _____, 2022 by the parties hereinbelow mentioned.

Title

Signature of Owner (OW), Official Custodian (OC), **OR** Administrative Contact (AC)

Signature of Contract Operator (Independent Contractor)

ADDENDUM TO CONTRACTUAL PUBLIC WATER SUPPLY AGREEMENT

1. Information Regarding Parties Involved:

Community Water Supply Information:

Name of Supply: Waterloo

System ID #: IL1330300

Name of Owner, Official Custodian, **OR** Administrative Contact: Thomas Smith

Name of System Contact: Timothy Birk

Mailing Address: 100 West Fourth Street, Waterloo, IL 62298

Phone: Owner, Official Custodian, **OR** Administrative Contact: 618-939-8600

System Contact: 618-939-8600

Emergency Contact:

Email: tbirk@waterloo.il.us

Certified Public Water Supply Operator

Name of Certified Operator: Timothy G. Albers

Operator 9-digit ID number: 186459095

Mailing Address: HMG Infrastructure Services, LLC, 9360 Holy Cross Lane, Breese, IL 62230

Phone: 618-526-9611

Emergency Contact: 618-979-4434 (mobile)

Email: talbers@hmgengineers.com

2. Starting Date of Agreement:

Starting Date: July 1, 2022

The Owner, Official Custodian, **or** Administrative Contact of the community water supply must submit this contract delegating responsibility and authority to the contract operator to the IEPA (hereafter known as the Agency) for approval within thirty (30) days following the execution of the contract.

Submit contract to the following address:

Illinois EPA, Drinking Water Compliance Assurance Section #19, 1021 North Grand Avenue East, Springfield, Illinois 62794-9276.

The Agency shall, not later than 45 days following the receipt of this contract, provide written notice to the community water supply of its decision to approve or disapprove the contract.

3. Expiration Date of Agreement:

Expiration Date: June 30, 2023

This contract must include an expiration date. While there is no required length of duration for this contract, the expiration date should be agreeable to both the community water supply and the contract operator.

If any contract approved by the Agency is terminated before the expiration date in the contract, the Owner, Official Custodian, **or** Administrative Contact of the community water supply **and** the contract operator must provide written notice to the Agency no less than 15 days before the contract is terminated.

4. Minimum number of visits (or hours) the contract operator must be on-site each week (or month) to the community water supply:

One (1) visit per week, 8 hours per month

5. The Duties and Responsibilities of Each Party Involved:

Community Water Supply Duties and Responsibilities will include but not be limited to:

- A. Provide all needed manpower and equipment required to maintain proper day-to-day operation of the community water supply.
- B. Provide labor and materials for correcting any maintenance and/or operational problems.
- C. Provide necessary monetary funds to cover the costs of requirements outlined in A and B.
- D. Ensure that all projects requiring construction and operating permits meet Agency requirements.
- E. Ensure that all NPDES permit effluents are being met (if applicable).
- F. Party will ensure that the community water supply remains in compliance with, but not limited to, the following:
 - Design, Operation and Maintenance Criteria, 35 Ill. Adm. Code 604
 - Raw and Finished Water Quality and Quantity, 35 Ill. Adm. Code 604 Subpart B
 - Primary Drinking Water Standards, 35 Ill. Adm. Code 611
 - Permits, 35 Ill. Adm. Code 602
 - Emergency Operation Requirements found in 35 Ill. Adm. Code 604.135(c)

(Portions of or all of the above may also be included in the contractual operator duties.)

- G. Provide manpower for daily equipment checks.
- H. Provide manpower for the collection of all required samples and submission of these samples to a certified laboratory for analysis (This provision may be listed as a responsibility of the contractual operator, if both parties agree.)
- I. Provide a spare parts inventory.
- J. Maintain copies of all pertinent reports and records at the treatment plant or other system facility site.
- K. Maintain and implement an up-to-date Emergency Operating Plan (EOP).
- L. Provide manpower to perform preventive maintenance on equipment as recommended by the manufacturer.

Contractor operator duties and responsibilities will include but not be limited to:

- A. Performing the required number of visits (or hours) as specified in this agreement.
- B. Maintaining proper records of the specified visits.
- C. Must maintain and submit in a timely manner to the Agency all required operating records and reports. These records and reports include, but are not limited to:
 - Consumer Confidence Report
 - Drinking Water Compliance Monitoring Reports
 - Discharge Monitoring Reports (if applicable)
 - Monthly Operating Reports
- D. In addition to the specified visits, the contractual operator must also ensure a means of communication for the community water supply and/or regulatory agencies in the event of routine or emergency operational problems.
- E. Ensure by personal action or by directives to system personnel that system is being operated in a manner that provides for the safe and proper production and distribution of potable water.
- F. Ensure by personal action and by directives to system personnel that all necessary and required routine operational control testing is being performed.
- G. Issues boil orders (when required). This includes notification of affected water system customers by appropriate means, the Illinois Environmental Protection Agency regional office, and the local and/or county public health department, per regulatory guidelines.
- H. Issue public notices (when required). This includes notification of affected water system customers, the Illinois Environmental Protection Agency Compliance Assurance Section, and local and/or county public health department. The Illinois Dept. of Public Health must also be notified in certain situations.
- I. Responding to Agency requests for information, site visits, or any other requested data.

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:
June 20, 2022
(Date)
2. Description of matter to be placed on agenda:
Consideration and Action on a Special Event Permit Application from Crafted in the
Loo for their "Fall Edition" Event to include a Pop-Up Coffee Bar at 111 N. Main
Street, on September 10, 2022, 9 a.m. to 2 p.m., with the closure of two front parking
spots at that location.

3. Relief or action to be requested:
Approval.

4. Submittal date: 03-21-22

Submitted by: _____
Summer Jackson, Crafted in the Loo

DISPOSITION

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

Clyde Heller
Mayor Protem

metty sep

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.

- Event Name / Type: Fall Edition
Location of Event: 111 North Main St
- Set-Up
Date / Time: 9/10/22 8:am Clean-Up
Date / Time: 9/10/22 3:pm
- Event Beginning
Date / Time: 9/10/22 9:am Event Ending
Date / Time: 9/10/22 2:pm
- Organization Name: Crafted in the Loop
Mailing Address: 111 North Main St Waterloo IL 62298
City State Zip
Phone Number: _____ mail Address: Craftedintheloop@gmail.com
Not For Profit Status: Yes _____ No X ID # _____
- Person in Charge of Event: Summer Jackson
Mailing Address: _____
Street City State Zip
Cell Phone Number: _____ Email Address: Summer@Craftedintheloop.com
- Secondary Contact Person: Nicole Jackson
Mailing Address: _____
Cell Phone Number: _____ Email Address: nicole@craftedintheloop.com

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

A. Narrative of Event: We will be having a pop up coffee shop * NOT a food truck	
B. Number of People Expected:	
C. Sketch Plan of Site or Route of Walk/Run (Downtown or Rogers St.) including marked locations of trash cans / dumpster, sanitary facilities, barricades and street closures. Attached <input checked="" type="checkbox"/>	
D. Will there be inflatable jumpers/bounce houses or amusement rides: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> • If yes, <u>Proof of Liability Insurance must include inflatables.</u>	
E. Liquor License information for beer sales (hours of sale and license number): N/A	
F. Special Needs (i.e. Police, Street Dept., Electric – outlets, sound system): N/A	

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

Received _____

Date _____

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

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

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

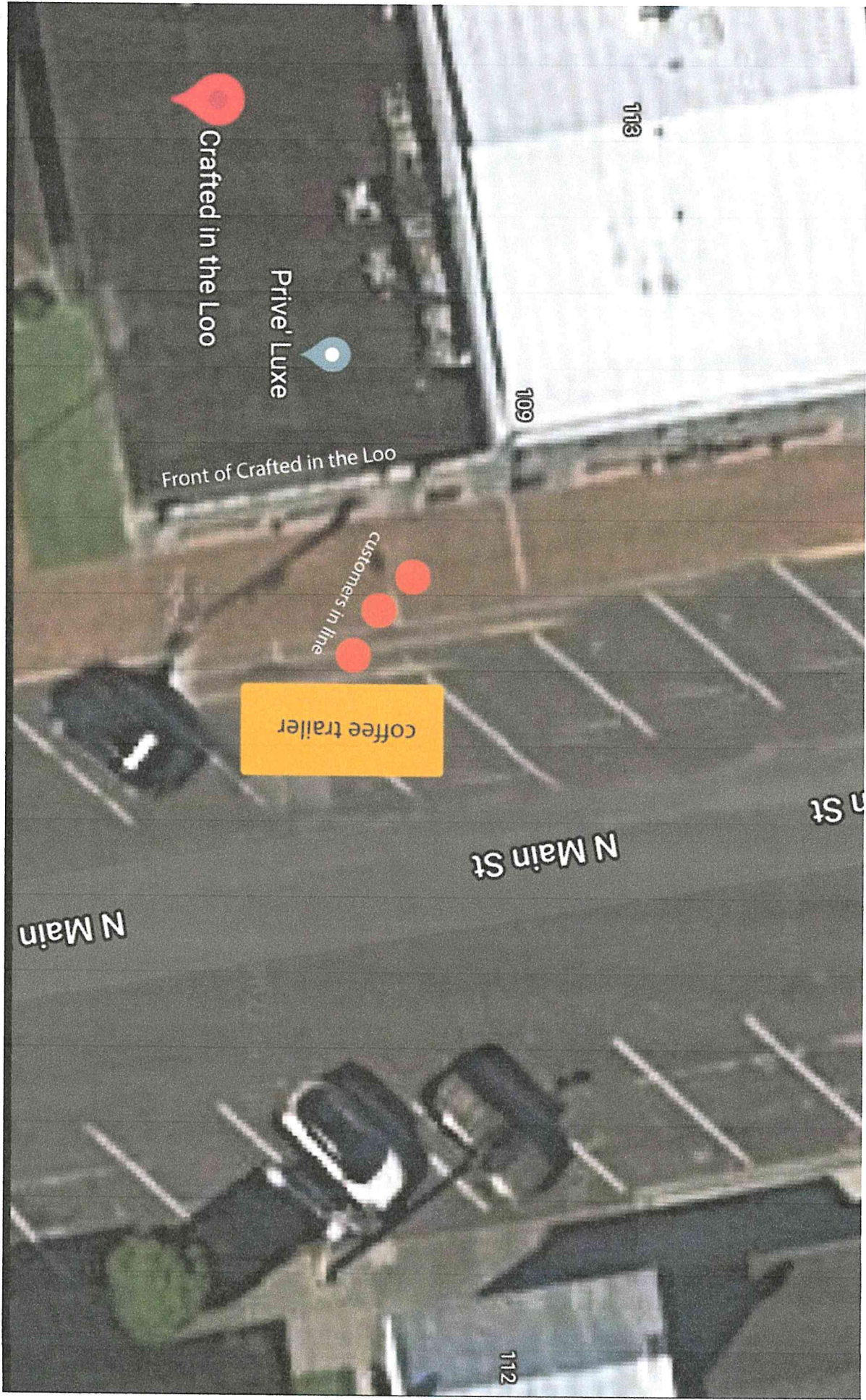
James Jackson 3/21/22
Signature of person in charge of event Date of Submission

For office use only

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

Approved by City Council: Yes ☐ No ☐ Date _____

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



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:

June 20, 2022

(Date)

2. Description of matter to be placed on agenda:

Consideration and Action on a Solicitation Request from the Waterloo Knights of
Columbus for their Annual Tootsie Roll Drive for Intellectual Disabilities to be held
on Friday, September 16 and Saturday, September 17, 2022 at the following
intersections: Main & Mill, Rogers & Country Club Lane, Rogers & Hamacher.

3. Relief or action to be requested:

Approval.

4. Submittal date: 06-03-22

Submitted by:

Dave Sawyer, Knights of Columbus

DISPOSITION

5. X 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 Dioben

6-03-2022

Waterloo Knights of Columbus
Council 1334

City of Waterloo

Attn: Tammy Kujawa

Re: Request for permission to solicit.

Mrs. Tammy Kujawa:

On September 16, 17, and 18, the Waterloo Knights of Columbus will be having their Intellectual Disabilities(Tootsie Roll) Fund Drive.

This is a request to fund raise on those dates.

Locations:

.Country Club Lane & Rodgers

. Hamacher & Rogers

.Main & Mill

Hours:

Country Club Lane & Rodgers: Friday 6:30am to 8:30am and 4:00pm to 6pm

Hamacher & Rogers: Saturday 8:00am to 10:00am

Mill & Main: Friday 4:30pm to 6:30pm

Saturday 8:00am to 12:00pm

In addition, we will also be asking the following merchants for permission to solicit at their places of business.

.Walmart, Mobil On the Run, Rural King, Schneider's, Ahne's Bakery

Thank you,

Dave Sawyer

Knights of Columbus

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:

June 20, 2022

(Date)

2. Description of matter to be placed on agenda:

Consideration and Action on a Special Event Permit Application from Vintage Wine Bar for their Annual Vintage Wine Festival to be held on September 24 & 25, 2022, 1 p.m. to 7 p.m., to include the closure of Main Street from the alley south of HTC to Third Street.

3. Relief or action to be requested:

Approval.

4. Submittal date: 04-27-22

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 Peter Heller



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

SPECIAL EVENT PERMIT APPLICATION

Instructions to Applicant:

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

1. Event Name / Type: Vintage Wine Festival

Location of Event: 212 South Main St

2. Set-Up

Date / Time: 9/24 6:00am

Clean-Up

Date / Time: 9/25 8:00pm

3. Event Beginning

Date / Time: 9/24 1:00pm

Event Ending

Date / Time: 9/25 7:00pm

4. Organization Name: Vintage Wine Dr.

Mailing Address:

Street

City

State

Zip

Phone Number

Email Address: Vintagewinebar17@gmail.com

Not For Profit Status: Yes ☐ No ☒ ID # _____

5. Person in

Charge of Event: Justin Schmidt

Mailing Address:

Street

City

State

Zip

Cell Phone Number: _____

Email Address: Vintagewinebar17@gmail.com

6. Secondary

Contact Person: _____

Mailing Address: _____

Street

City

State

Zip

Cell Phone Number: _____

Email Address: _____

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

A. Narrative of Event:	Same as year past we will block off Main Street from 3rd St to Bean Tree we will do wine tastings and have live music Saturday and Sunday
B. Number of People Expected:	
C. Sketch Plan of Site or Route of Walk/Run (Downtown or Rogers St.) including marked locations of trash cans / dumpster, sanitary facilities, barricades and street closures.	Attached <input checked="" type="checkbox"/>
D. Will there be inflatable jumpers/bounce houses or amusement rides:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
• If yes, <u>Proof of Liability Insurance must include inflatables.</u>	
E. Liquor License information for beer sales (hours of sale and license number):	44-1136015
F. Special Needs (i.e. Police, Street Dept., Electric – outlets, sound system):	Electric / 200 ft bars/cones

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

Received _____ Date _____

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

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

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

Justin Schmeck
Signature of person in charge of event

4-27-22
Date of Submission

For office use only

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

Approved by City Council: Yes ☐ No ☐ Date _____

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

Alley

Stage

Wire Tasting

Stage

3rd ST



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/21/2022

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

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

PRODUCER Wirth Agency 119 E Mill Street Waterloo IL 62298		CONTACT NAME: Michelle Duncan PHONE (A/C, No, Ext): (618) 939-6368 FAX (A/C, No): E-MAIL ADDRESS: michelled@wirthagency.com
		INSURER(S) AFFORDING COVERAGE INSURER A: SPECIALTY RISK OF AMERICA INSURER B: PLAZA INSURANCE COMPANY INSURER C: INSURER D: INSURER E: INSURER F:
		NAIC # 19780 30945

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			10-2020-2335	04/29/2022	04/29/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 1,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A	10104591WC	11/18/2021	11/18/2022
A	Liquor Liability			10-2020-2335	04/29/2022	04/29/2023	Each Common Cause \$1,000,000 Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Waterloo is additional insured regarding General Liability.

CERTIFICATE HOLDER

CANCELLATION

City of Waterloo 100 West Fourth Street Waterloo IL 62298	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Michelle Duncan
---	--

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:

June 20, 2022

(Date)

2. Description of matter to be placed on agenda:

Consideration and Action on Approval of a Special Event Permit Application from
the City of Waterloo for the Annual PumpkinFest to be held on Saturday, October
08, 2022, 9:00 a.m. to 4:00 p.m., in Downtown Waterloo with the Closure of Main,
Mill and Third Streets around the Courthouse Square including extensions further
north and south on Main and West on Mill.

3. Relief or action to be requested:

Approval.

4. Submittal date: 06-06-22

Submitted by:

Sarah Deutch, Community Relations Coordinator

DISPOSITION

5. X 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

Clyde Hickey
Mayor Proten



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

SPECIAL EVENT PERMIT APPLICATION

Instructions to Applicant:

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

1. Event Name / Type: PumpkinFest
Location of Event: Downtown Waterloo
2. Set-Up
Date / Time: 1008/2022 5:30am Clean-Up
Date / Time: 1008/2022 6:00pm
DATE TIME DATE TIME
3. Event Beginning
Date / Time: 1008/2022 9:00am Event Ending
Date / Time: 1008/2022 4:00pm
DATE TIME DATE TIME
4. Organization Name: City of Waterloo
Mailing Address: 100 West Fourth St Waterloo IL 62298
Street City State Zip
Phone Number: 618-939-8600 Email Address: sdeutch@waterloo.il.us
Not For Profit Status: Yes ☐ No ☒ ID # _____
5. Person in
Charge of Event: Tom Smith
Mailing Address: 100 West Fourth St Waterloo IL 62298
Street City State Zip
Cell Phone Number: _____ Email Address: tsmith@waterloo.il.us
6. Secondary
Contact Person: Sarah Deutch
Mailing Address: 100 West Fourth St Waterloo IL 62298
Street City State Zip
Cell Phone Number: _____ Email Address: sdeutch@waterloo.il.us

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

A. Narrative of Event:	
PumpkinFest is a day-long fall festival including live music, games, art&craft/retail/business and food vendors and other entertainment. Streets need to be closed for pedestrian traffic, pumpkin train, hayrides, vendors, etc.	
B. Number of People Expected:	
C. Sketch Plan of Site or Route of Walk/Run (Downtown or Rogers St.) including marked locations of trash cans / dumpster, sanitary facilities, barricades and street closures. Attached <input type="checkbox"/>	
D. Will there be inflatable jumpers/bounce houses or amusement rides: Yes <input type="checkbox"/> No <input type="checkbox"/> • If yes, <u>Proof of Liability Insurance must include inflatables.</u>	
E. Liquor License information for beer sales (hours of sale and license number):	
F. Special Needs (i.e. Police, Street Dept., Electric – outlets, sound system): We request that police & EMS be present. Electric boxes need to be unlocked and street dept. will need to deliver barricades as indicated on event map.	

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

Received _____ Date _____

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

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

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



Signature of person in charge of event

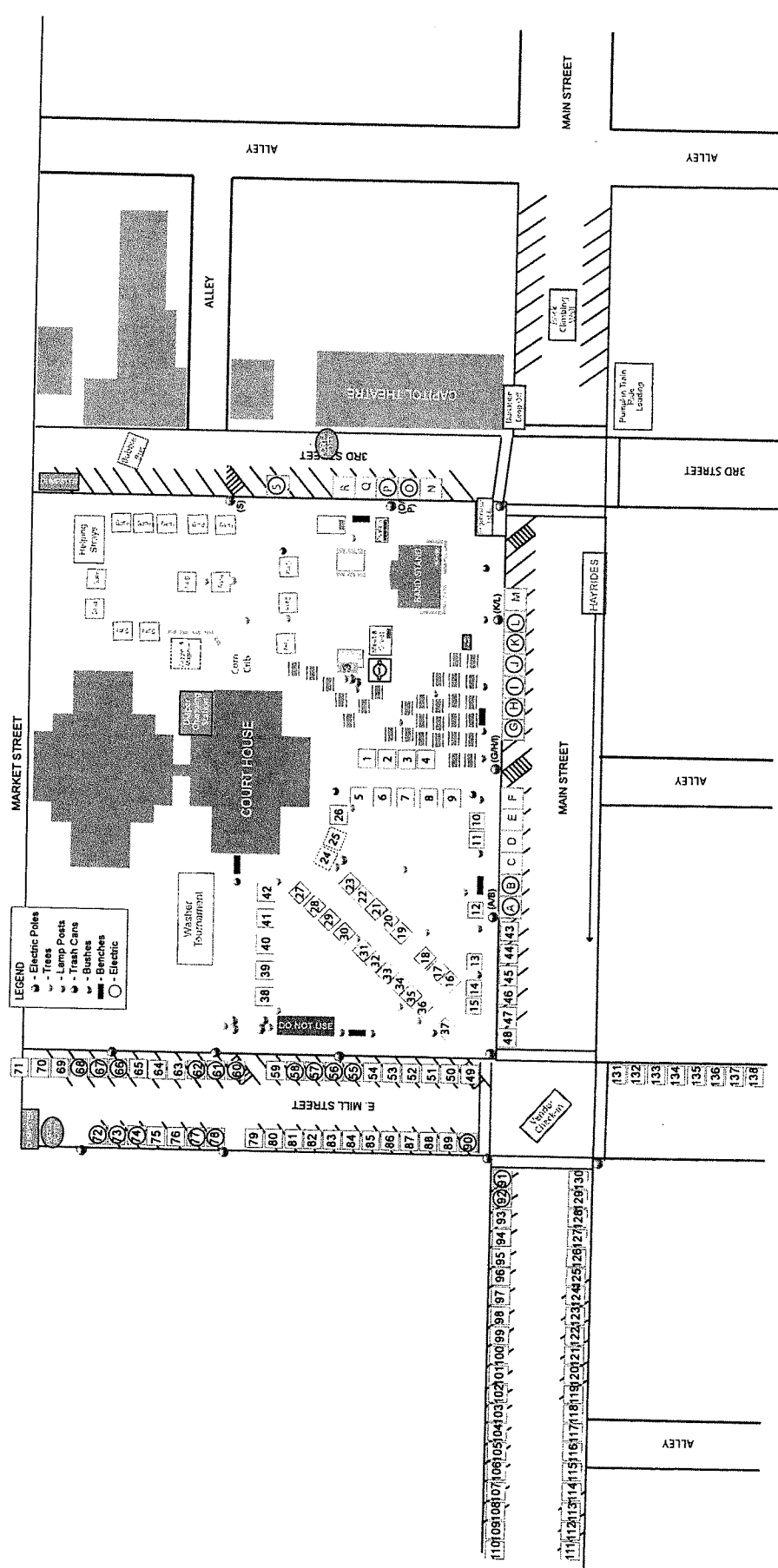
Date of Submission

For office use only

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

Approved by City Council: Yes ☐ No ☐ Date _____

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



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:

June 20, 2022

(Date)

2. Description of matter to be placed on agenda:

Consideration and Action on Approval of a Special Event Permit Application from the Waterloo Lions and VFW Post #6504 for the Waterloo Homecoming to be held on Friday, August 26, 2022 beginning at 4 p.m. and ending on Sunday, August 28, 2022 at 1:00 a.m., including a Parade to be held at 5:00 p.m. on Saturday, August 27, 2022; and, the closure of Main, Mill and Third Streets around the Courthouse Lawn.

3. Relief or action to be requested:

Approval.

4. Submittal date: 06-06-22

Submitted by: _____

Vanessa Stewart, Waterloo Lions Club

DISPOSITION

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

_____ Matter to be placed on agenda for meeting to be held on _____

_____ Matter referred to _____

Alyse Heller
Mayor Pro Tem



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

SPECIAL EVENT PERMIT APPLICATION

Instructions to Applicant:

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

1. Event Name / Type: Waterloo Homecoming
Location of Event: Courthouse Square - Mill, Main and Third Streets
2. Set-Up Date / Time: 08/25/2022 4:00pm Clean-Up Date / Time: 08/28/2022 8:00am
DATE TIME DATE TIME
3. Event Beginning Date / Time: 08/26/2022 4:00pm Event Ending Date / Time: 08/28/2022 1:00am
DATE TIME DATE TIME
4. Organization Name: Waterloo Lions Club, VFW Post 6504
Mailing Address: _____

Phone Number: _____

Email Address: _____

Not For Profit Status: Yes ☒ No _____ ID # 37-6047248

5. Person in Charge of Event: Vanessa Stewart

Mailing Address: _____
Street City State Zip

Cell Phone Number: _____ mail Address: _____

6. Secondary Contact Person: John Fuller

Mailing Address: _____
Street City State Zip

Cell Phone Number: _____ Email Address: _____

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

A. Narrative of Event:	carnival Friday, 08/26 + Sat., 08/27 - ^{map} attached parade Sat, 08/27 @ 5pm - description of parade route attached		
B. Number of People Expected:	500		
C. Sketch Plan of Site or Route of Walk/Run (Downtown or Rogers St.) including marked locations of trash cans / dumpster, sanitary facilities, barricades and street closures.	Attached <input checked="" type="checkbox"/>		
D. Will there be inflatable jumpers/bounce houses or amusement rides:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
• If yes, Proof of Liability Insurance must include inflatables.			
E. Liquor License information for beer sales (hours of sale and license number):	attached 4pm - 12am Fri + Sat nights, 08/26 + 08/27		
F. Special Needs (i.e. Police, Street Dept., Electric - outlets, sound system):	as needed		

attached

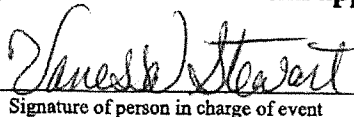
Proof of Liability Insurance must be provided 14 days after approval or 14 days prior to the event whichever is sooner. If the event is held on City property, the City of Waterloo must be named as an additional insured with Comprehensive General Liability limits of not less than \$1,000,000 combined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

Received _____ Date _____

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

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

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


Signature of person in charge of event

05/26/22
Date of Submission

For office use only

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

Approved by City Council: Yes ☐ No ☐ Date _____

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

South Market ST

E. 1st MILV
ST

rides

Court House

Tables

Vendor
Vendor

Tables

Vendor
Candy
Stand

Food
Stand

MAIN ST

Food Stand

rides

E. 2nd
ST

rides

porta potties

alley

POD
Food
Hall

rides

H+TC

alley

4th
ST

The parade will line up on Columbia Ave.
in front of Gibault H.S. - Bands ect. can use the parking
lot. Most parade entries can line up from Library ST
to Rt. 3 on Columbia Ave

Parade begins at 5:00 PM Saturday 8-27-2022

The parade will proceed up Columbia Ave.
from near Gibault H.S. to N. Main and turn
right on Main St. & proceed down to Mill St.
where it will turn right again & proceed down to
Library St. where it will end.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/28/2022

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

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

PRODUCER		CONTACT NAME: John Glessner	
Petri Insurance Agency, Inc.		PHONE (A/C, No, Ext): 618-939-8611	FAX (A/C, No): 618-939-8612
119 W. Mill Street		E-MAIL ADDRESS: petriund@htc.net	
Waterloo IL 62298		INSURER(S) AFFORDING COVERAGE	
INSURED		INSURER A: U.S. Insurance Company of America	
Waterloo Lions Club, Metzger Crook VFW		INSURER B:	
DBA Waterloo Homecoming		INSURER C:	
925 N. Illinois Route 3		INSURER D:	
Waterloo IL 62298		INSURER E:	
		INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			22IL0000047SE00	08/25/2022	08/28/2022	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000				
			MED EXP (Any one person) \$				
	GEN'L AGGREGATE LIMIT APPLIES PER:		PERSONAL & ADV INJURY \$ 1,000,000				
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					GENERAL AGGREGATE \$ 2,000,000	
	OTHER:						PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY						\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. DISEASE - EA EMPLOYEE \$
A	Liquor Liability			22IL0000047SE00	08/25/2022	08/28/2022	Ea. Common Cause \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Special Event: Waterloo Homecoming 8/26/22 - 8/27/22
Location: Main Street, Mill Street, and 3rd Street, Waterloo, IL 62298
Certificate holder is also an additional insured.

CERTIFICATE HOLDER**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

City of Waterloo
100 W. 4th Street
Waterloo

IL 62298

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:

June 20, 2022

(Date)

2. Description of matter to be placed on agenda:

Consideration and Action on Approval of Proposal by Spectra Tech, in the amount of \$29,500.00, for the Installation of Lining in the West Plant Lift Station (old sewer Plant).

Spectra Tech \$29,500.00

Culy Contracting \$76,596.50

3. Relief or action to be requested:

Approval.

4. Submittal date: 06-10-22

Submitted by:

Tim Birk, Director of Public Works

DISPOSITION

5. X 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

Clyde Heller
Mayor Proctor

BID PROPOSAL



P.O. Box 2171
Noblesville, IN. 46061

Phone (317) 770-0300

PROPOSAL SUBMITTED TO		DATE
City of Waterloo		6/6/2022
ADDRESS	JOB NAME	
100 West Fourth Street	Pump Station Lining	
CITY, STATE AND ZIP CODE	JOB LOCATION	
Waterloo, IL 62298	Waterloo, IL	
ATTENTION		
Jim Straub		

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
	Spectrashield Liner System Carries a Ten Year Applicator and Manufacturer Warranty		
	Pump Station Lining		
	Waterloo, IL		
1	LS, 12' Dia X 25' Pump Station Lined w/ Spectrashield	\$29,500.00	\$29,500.00
	* City to Provide Vac Truck for Debris Removal *		
	Price Includes Mobilization, Scaffolding, 40K High Pressure Water		
	Blasting, Minor Leak Grouting, Removal of Existing Liner, Base Coat		
	Epoxy Primer and Three Layer (500 MIL) Spectrashield Liner System		
	* Excessive Leak Stoppage to be Billed @ \$375.00 per Gallon *		
	Excessive Leak is anything over 3 Hours		
	Price does not Include Bonds, Permits, or Inspection Fees		
	Owner to Provide Potable Water for Pressure Washing		
	Price Includes Minor Traffic Control		
	Access within 150' of Roadway required by others		
	Flow ByPass by Others		
	Allow 5 Working Days	TOTAL BID	\$29,500.00

We Propose hereby to furnish material and labor - complete in accordance with above specifications. for the sum of:

<p><i>Brett Johnson</i></p> <p>Brett Johnson, Partner</p> <p>Prices are good for 60 days</p>	
<p>All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.</p>	
<p>ACCEPTANCE OF PROPOSAL</p> <p>The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.</p>	
<p>SIGNATURE _____</p> <p>DATE OF ACCEPTANCE _____</p>	



WBE CERTIFIED

Waterloo, IL – 12' x 25' Lift Station

Culy Job# PC228096

April 6, 2022

Attn: Jim Straub

Thank you for contacting Culy Contracting for your Protective Coating (manhole rehabilitation) needs. Based on the information we now possess, including both verbal and written, we are pleased to submit our proposal for providing materials and services for the above referenced project.

Please note that all installation technicians are trained, certified, and equipped to comply with all requirements of 29 CFR 1910.146 Federal OSHA's Permit-Required-Confined-Space Regulations.

Scope of Service

To meet the requirements of this project, we propose to furnish the following items:

1. Mobilize and demobilize our crew, equipment, and materials to the specified project location.
2. Prepare structure for lining by removal of existing coating by mechanical/abrasive/water blasting.
3. Seal any active infiltration.
4. Line structure with the Mainstay Composite Liner per manufacturer specifications.
5. Clean up jobsite.

The above scope of service and the following pricing is subject to adjustment if the actual job site conditions and quantities differ from the requirements and conditions known to us at time of this proposal.

Proposal

Culy Contracting proposes to offer these services for the following cost(s):

Item No:	Description	Qty.	U/M	Each	Amount
1	Mobilization/Demobilization	1	EA	\$9,856.00	\$9,856.00
2	Removal of Existing Liner	1	EA	\$17,050.00	\$17,050.00
3	Line Lift Station with Mainstay Composite Liner	942	SF	\$52.75	\$49,690.50
Total:					\$76,596.50

We will expect that the following will be furnished to Culy Contracting at no cost to us:

1. Free and legal access to the project site.
2. All approvals and permits as applicable.
3. Water for mixing of mortar.
4. Traffic control other than cones.
5. Labor and materials associated with site restoration.
6. Washout area for mortar equipment.
7. Any bypassing required.
8. Vac truck for debris removal if needed.
9. Any directives by the GC's superintendent or RPR with signed daily logs will be considered as binding change orders.
10. The above scope of service and the following pricing is subject to adjustment if the actual job site conditions and quantities differ from the requirements and conditions known to us at time of this proposal.

Proposal valid for 30 days from the date of the Proposal.

Closing

We thank you for the opportunity to offer this proposal and look forward to providing this service. If you have any need for further assistance, please do not hesitate to contact me at 765-584-8509.

Sincerely,



Leyton Peavler
Culy Contracting LLC.

QUOTE/PURCHASE ORDERS/CONTRACTS MUST BE SIGNED BY BOTH PARTIES AND IN PLACE PRIOR TO ORDERING MATERIALS OR COMMENCEMENT OF WORK BY CULY CONTRACTING. NOTIFICATION WILL ONLY BE RECOGNIZED WITH A SIGNED ACCEPTANCE OF THIS QUOTE, PLEASE HAVE AN AUTHORIZED SIGNATURE SIGN BELOW.

PROPOSAL ACCEPTANCE (Required):

With signature below this quote is accepted for quoted items above.

Customer Name: _____

Date

Printed Name & Title

Signature

PLEASE SIGN AND EMAIL TO Jacob.hart@culycontracting.com or Leyton.peavler@culycontracting.com UPON ACCEPTANCE OF THIS PROPOSAL

General Terms and Conditions

1. General Contractor shall contact Culy Contracting within 15 business days of bid date if GC is the apparent successful bidder and if the quote by Culy Contracting is acceptable.
2. Notification will be recognized only with a signed acceptance of this quote, please have an authorized signature sign below. This signed proposal, terms and conditions shall be attached and be made part of the Sub-Contract Agreement as an Exhibit.
3. Quote/Purchase Orders/Contracts must be signed by both parties and in place prior to any commencement of work by Culy Contracting.
4. Sub-Contract agreements (when required) must be received by Culy Contracting prior to starting work. Culy Contracting will not be responsible for meeting any requirements stated in a Sub -Contract agreement after the proposed work has begun. Signed Proposal shall be part of the Sub-Contractor.
5. Culy Contracting shall receive Construction Schedule with milestones at time of Notice of Award from Owner.
6. Culy Contracting shall be given notice of 10 business days prior to mobilization.
7. Customer shall provide a suitable roadway for access of our service vehicles.
8. All permits, inspection, licensure and environmental shall be provided by others.
9. Additional charges may be added for on-site safety training, ID badges, security check-in or job postponements due to site events.
10. Culy Contracting LLC is unaffiliated with any union and trade agreements.
11. Culy Contracting LLC is not liable for any damage or failure after initial satisfactory completion of said work.
12. Prices are based on "tax exempt". Tax exempt certification shall be provided with the Purchase Order/Contract.
13. No RETAINAGE shall be withheld from progress payments unless agreed upon prior to acceptance of proposal.
14. Prices are based on non-prevailing wages. If project is prevailing wage, wage rates shall be provided prior to quoting a job, and prevailing wages should be noted in above quote.
15. Delays on-site shall be billed per appropriate hourly rates. Any overtime will be billed at 1.5 times the hourly rate.
16. If agreement is terminated after Culy Contracting LLC has mobilized or materials ordered, you will be invoiced for any out-of-pocket costs incurred.
17. Payment due in 30 days upon completion, no retainage, 1-1/2% interest per month will be assessed on invoices over 30 days.
18. Price is based on one mobilization. Any additional mobilizations required for reasons beyond our control will be billed accordingly.
19. No warranties or guarantees are implied or expressed beyond manufacturer's condition of materials.

20. Culy Contracting has issued this quotation based upon all information provided by the Customer. Customer is responsible for supplying Culy with proper project information. If the provided information to Culy is incorrect, the customer is responsible for any and all cost associated with reorder, restock fees, project delays, etc.
21. This Proposal is conditioned upon the ability of Contractor to complete the project at present prices for material and/or cost of energy. If Contractor is, at any time or for any reason, unable to complete the project at the then present material and/or energy costs, or if Contractor is unable to procure promptly as and when needed, material required for completion of the project, then and in any such event, the price, time of completion and/or contract requirements shall be equitably adjusted by change order.
22. If a Contract Agreement is required, this signed proposal, terms and conditions shall be attached and be made part of the Sub-Contract Agreement as an Exhibit. In addition, Contracts shall be signed by both parties and in place prior to any commencement of work by Culy Contracting.

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:

June 20, 2022

(Date)

2. Description of matter to be placed on agenda:

Consideration and Action on Executive Session for the Discussion of Personnel as
per ILCS 120/2(c)(1).

3. Relief or action to be requested:

Executive Session.

4. Submittal date: 06-17-22

Submitted by:

Natalie Steppig, City Attorney

DISPOSITION

5. X 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