

# **WATERLOO CITY COUNCIL**

## **Regular Meeting Agenda**

Location: Waterloo City Hall - Council Chambers  
100 W. Fourth St., Waterloo, IL  
Date: Monday, August 05, 2024  
Time: 7:30 p.m.

1. Call to Order.
2. Roll Call.
3. Pledge of Allegiance.
4. Correction or Withdrawal of Agenda Items by Sponsor.
5. Approval of Minutes as Written or Amended.
6. Petitions by Citizens on Non-Agenda Items.
7. Reports and Communications from the Mayor and other City Officers.
  - A. Report of Collector.
  - B. Report of Treasurer.
  - C. Report of Subdivision and Zoning Administrator.
  - D. Report of Director of Public Works.
  - E. Report of Chief of Police.
  - F. Report of City Attorney.
  - G. Report and Communication by Mayor.
    1. Promotion of Officer Andrew Dahlem to the rank of Sergeant.
    2. Non-Profit Grant Program Check Presentation to Whiteside Station Chapter NSDAR in the amount of \$5,000.00 for their Project, "America 250! Marker".
8. Report of Standing Committees.
9. Report of Special Committees.
10. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
  - A. Consideration and Action on Resolution No. 24-22 Authorizing the Execution of an Annual Agreement Between the City of Waterloo, IL and MEGSI for the Term of July 1, 2024 through June 30, 2025.
11. Unfinished Business.
12. Miscellaneous Business.
  - A. Consideration and Action on Warrant No. 640.
  - B. Consideration and Action on Annual Membership Dues (Ruby Level) of \$2,500.00 with Discover Downstate Illinois Tourism Bureau to be paid out of the Hotel / Motel Tax Fund.
  - C. Consideration and Action on Annual Renewal of the CBIZ ACA Checkpoint for \$2,930.00.
  - D. Consideration and Action on Approval of Annual MEGSI Membership Fee in the Amount of \$11,013.00.
  - E. Consideration and Action on Approval of Vandevanter Engineering, with the Low Proposal of \$30,100.00, for repair of the Elsie Kolmer Station Vault Valve.
  - F. Consideration and Action on Purchase of a 2024 Ford F-250 XL from Sunset Ford in the Amount of \$54,771.03 for the Deputy Director of Public Works.
  - G. Consideration and Action on Approval of DitchWitch as Low Bidder in the Amount of \$21,140.00 for a 2024 Pole Trailer as bid on July 31, 2024 at 1:00 p.m.
  - H. Consideration and Action on Asphaltting Proposal in the amount of \$17,655.00 from Moore Asphalt Inc. for the Waterloo Police Department Parking Lot and Alley Entrance.
  - I. Consideration and Action on Fee Waiver Request in the amount of \$630.20 from HSS for their Interior Remodel Project.
  - J. Consideration and Action on Purchase of Two Additional digiTicket Licenses and Hardware from digiTicket in the amount of \$4,528.00.
  - K. Consideration and Action on a Solicitation Request from the Waterloo Fire Department for their Annual Fill the Boot Campaign to be held on Saturday, August 17, 2024, 8:00 a.m. to 2:00 p.m., at the Intersections of Mill / Main and Hamacher / Rogers.
  - L. Consideration and Action on a Special Event Permit Application from Crafted in the Loo for their "Back To School In Style" Event at 111 N. Main Street, on Saturday, August 10, 2024, 9:00 a.m. to 3:00 p.m., including the closure of two front parking spots at that location.
  - M. Consideration and Action on a Special Event Permit Application from Crafted in the Loo for their "Third Birthday" Event at 111 N. Main Street, on Saturday, August 24, 2024, 9:00 a.m. to 3:00 p.m., including the closure of two front parking spots at that location.
  - N. Consideration and Action on a Special Event Permit Application from the Optimist Club of Waterloo for their Annual 5K Walk-Run to be held on Saturday, August 24, 2024 including the closure of Rogers Street between First Street and Country Club Lane from 8:00 a.m. to 9:30 a.m.

- O. Consideration and Action on a Special Event Permit Application from the Waterloo Chamber of Commerce for their “Chamber of Commerce Week” Celebration to be held on Friday, September 13, 2024, 4:00 p.m. to 9:00 p.m., including the closure of Third Street from Market to Main.
- 13. Discussion of Matters by Council Members Arising After Agenda Deadline.
- 14. Motion to Adjourn.

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**DATES TO REMEMBER**

- Aug. 13, 2024 – Sister Cities Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
- Aug. 14, 2024 – Park District Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
- Aug. 19, 2024 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
- Aug. 27, 2024 – American Legion Meeting, Waterloo City Hall: 2<sup>nd</sup> Floor Meeting Room, 7:00 p.m.
- Sept. 02, 2024 – City Offices Closed for the Labor Day Holiday.
- Sept. 03, 2024 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.

**MINUTES OF THE  
CITY COUNCIL MEETING  
JULY 15, 2024**

1. The meeting was called to order by Mayor Darter at 7:30 p.m.
2. The following Aldermen were present: Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Row, and Most.
3. Pledge of Allegiance led by Mayor Stan Darter.
4. Correction or Withdrawal of Agenda Items by Sponsor. None.
5. Approval of Minutes as Written or Amended.  
Approval of the July 01, 2024, City Council Meeting Minutes.  
Motion made by Alderman Hopkins and seconded by Alderman Row to approve the July 01, 2024, City Council Meeting Minutes as presented.  
Motion passed unanimously with Aldermen Hopkins, Trantham, Charron, Kyle Buettner, Row, Most, Vogt, and Matt Buettner voting ‘aye’.
6. Petitions by Citizens on Non-Agenda Items. None.
7. Reports and Communications from the Mayor and other City Officers.
  - A. Report of Collector - Shawn Kennedy  
The Collection Report is in the packet.  
Motion to accept the Collection Report was made by Alderman Most and seconded by Alderman Matt Buettner.  
Motion passed unanimously with Aldermen Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, and Row voting ‘aye’.
  - B. Report of Treasurer – Brad Papenberg  
The Treasurer Report is in the packet.  
Motion to accept the Treasurer Report was made by Alderman Hopkins and seconded by Alderman Vogt.  
Motion passed unanimously with Aldermen Hopkins, Trantham, Charron, Kyle Buettner, Row, Most, Vogt, and Matt Buettner voting ‘aye’.
  - C. Report of Subdivision and Zoning Administrator – Nathan Krebel  
The report is in the packet.
  - D. Report of Building Inspector / Code Administrator – Brad Yearian. The report is in the packet.
  - E. Report of Director of Public Works – Tim Birk.  
The IMEA requested that the City generate electricity today from 3 PM to 5 PM.  
Both turbines and all three CAT engines were activated with no issues.
  - F. Report of Chief of Police. No report.
  - G. Report of City Attorney. No report.
  - H. Report and Communication by Mayor.
    1. Presentation of Awards to City of Waterloo Mural Contest Winners.
    2. Certificate of Commendation to Ryan Traiteur for Winning the Pro Shootout Singles and Pro National Singles Titles at the American Cornhole League Pro Brag Brawl, making him the Youngest Ever to Win a Pro National Singles Title in the Sport.
    3. Non-Profit Grant Program Check Presentation to the History Museum of Monroe County in the Amount of \$5,000.00 for their Project, “Retaining Wall Replacement”.

8. Report of Standing Committees. None.
9. Report of Special Committees. None.
10. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.  
None.
11. Unfinished Business. None.
12. Miscellaneous Business.
  - A. Consideration and Action on a Request from the Waterloo Lions Club for their Annual Candy Days Fundraiser to be changed from the previously approved dates of October 4 & 5, 2024 to the dates of October 18 & 19, 2024.  
Motion made by Alderman Row and seconded by Alderman Kyle Buettner to approve a Request from the Waterloo Lions Club for their Annual Candy Days Fundraiser to be changed from the previously approved dates of October 4 & 5, 2024 to the dates of October 18 & 19, 2024.  
Motion passed unanimously with Aldermen Row, Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, and Kyle Buettner voting ‘aye’.
13. Discussion of Matters by Council Members Arising After Agenda Deadline.

**Alderman Vogt** informed the Council of his request to be included in the selection process for the Director of Public Works position, citing his qualifications.

**Alderman Charron** stated she plans to send out an email in order to arrange a Beautification Committee Meeting that will ensure the presence of all committee members.

**Alderman Row** informed the Council that he would also like to be included in the selection process for the Director of Public Works position.

**Mayor Darter** mentioned that at 7 PM on Friday, July 19, 2024, there will be a Welcome Party for the 2024 Porta Westfalica German Exchange Students.
14. Motion to Adjourn made by Alderman Vogt and seconded by Alderman Matt Buettner.  
Motion passed with a unanimous voice vote.  
Mayor Darter adjourned the meeting at 7:46 p.m.

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

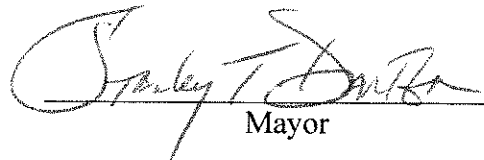
AGENDA REQUEST

(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:  
August 05, 2024  
(Date)
  
2. Description of matter to be placed on agenda:  
Promotion of Officer Andrew Dahlem to the rank of Sergeant.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Relief or action to be requested:  
Promotion.  
\_\_\_\_\_
  
4. Submittal date: 08-29-24  
  
Submitted by: \_\_\_\_\_  
Chief of Police, Dane Luke  
\_\_\_\_\_  
\_\_\_\_\_

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:  
August 5, 2024  
(Date)

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

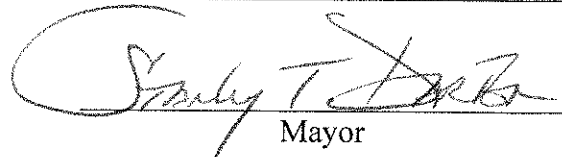
3. Relief or action to be requested:  
Check Presentation.

4. Submittal date: July 25, 2024

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

# STARS AND STRIPES ~ AMERICA 250! CELEBRATION GRANT AFTER-ACTION REPORT 2022–2025

**Identify the Subject as After-Action Report and your Chapter Code**  
**Submit as a pdf to [celebrationgrantsaar@nsdar.org](mailto:celebrationgrantsaar@nsdar.org)**  
 Due – within 45 days following your event

Thank you for hosting an America 250! Project using the Celebration Grant. We are excited to hear about your results. Your feedback will help guide other chapters as they engage their communities in the work of DAR and specifically as we celebrate America’s founding and the men and women who achieved American independence. All After-Action Reports will be compiled for the NSDAR Archives.

Whiteside Station Chapter, NSDAR	Waterloo, IL	5-141-IL
<i>Name of requesting DAR Chapter</i>	<i>City and State</i>	<i>Chapter Code</i>
changed to: Remembering our Patriots	June 14, 2024	13 members present
<i>Name of event</i>	<i>Date of event</i>	<i>Total Chapter Members</i>
the military section of Lakeview Park, Waterloo, IL		
<i>Location of event: (example: Washington Park, Any City, State)</i>		
Sarah Karaban		
<i>Name of Chapter Regent</i>	<i>Email</i>	<i>Phone</i>
Barb Buchanan		
<i>Name of Project Chair (if applicable)</i>	<i>Email</i>	<i>Phone</i>

**DESIRED OUTCOME:** Describe what your chapter planned to achieve as noted in your grant proposal. *(Limit of 50 words)*  
 Our goal of purchasing the America 250! Patriot Marker began in 2021 with a commitment to raise the funds. After 4 fundraising events, members’ donations, and the Stars and Stripes grant, we purchased the marker in January 2023 at a cost of \$2,839. The marker was dedicated June 14, 2024.

**ACTUAL OUTCOME:** Describe how well your chapter did in achieving the overall objective. *(Limit of 50 words)*  
 The City of Waterloo requested the marker be placed on a piece of red granite identical to the other military markers at a cost of \$6,725. The City created a grant program for non-profit organizations which helped the chapter raise \$5,000. The grant money was augmented with donations from other non-profit organizations.

**PROJECT PROMOTION:**  
 a. Describe how your Chapter successfully used the grant funds to celebrate America’s 250th birthday.  
 At the marker dedication, the names of the Monroe County Revolutionary War Patriots were read and recognized. Mayor Stan Darter was awarded the America 250! Commendation Medal in recognition of his help bringing this project to fruition. At the reception following the dedication, chapter members recognized their individual Patriots.

b. List the ways NSDAR was recognized for participation in this event.  
 The Chapter Regent noted DAR was organized in 1890 and quoted from American Treasure: The enduring Spirit of the DAR about rescuing the names of our patriots and inscribing them on the pages of history. The Whiteside Station Chapter DAR flag was flown and small America 250! Flags lined the sidewalk.

c. Submit 300 dpi photographs that best display your chapter’s event and community participation. Please briefly identify personnel, location, and activity. Save the photos as follows: Chapter Code Photo 1 and Chapter Code Photo 2 – such as “6008KS Photo 1”

see attached



Chapter Regent Sarah Karban Presenting the America 250! Commendation Medal to Mayor Stan Darter June 14, 2024.





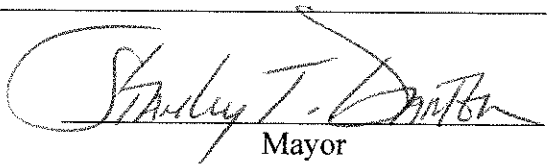
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(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Resolution No. 24-22 Authorizing the Execution of an Annual Agreement Between the City of Waterloo, IL and MEGSI for the Term of July 1, 2024 through June 30, 2025.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_
  
4. Submittal date: 08-22-24  
  
Submitted by:  
Chief of Police, Dane Luke  
\_\_\_\_\_  
\_\_\_\_\_

DISPOSITION

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

  
Mayor

**RESOLUTION NO. 24-22**

**A RESOLUTION AUTHORIZING THE EXECUTION OF AN ANNUAL AGREEMENT BETWEEN THE CITY OF WATERLOO, IL AND MEGSI FOR THE TERM OF JULY 1, 2024 THROUGH JUNE 30, 2025.**

**WHEREAS**, attached is a proposed Annual MEGSI Agreement for the coordination of enforcement of drug laws without regard to jurisdictional boundaries and to cooperate with state and federal enforcement groups; 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 5<sup>th</sup> day of August, 2024.

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

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

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

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

**APPROVED:**

\_\_\_\_\_  
Stanley T. Darter, Mayor  
City of Waterloo, IL

**ATTESTED:**

\_\_\_\_\_  
Mechelle Childers, City Clerk  
City of Waterloo, IL

# **Metropolitan Enforcement Group of Southwestern Illinois INTERAGENCY AGREEMENT**

The undersigned public agencies, charged with the duty of enforcing the law and protecting their citizens from illegal activity including the trafficking of narcotics, guns, and humans, and recognizing that the jurisdiction and authority to each is limited and that such limitations are detrimental in combating crime within the designated counties and among the major municipalities within said counties, and recognizing that the most effective means to accomplish that duty is through the pooling of their resources and the joint exercise of their respective authorities; each of them does now enter into this Interagency Agreement to provide to their citizens the most effective law enforcement protection against those who engage in actions detrimental to the public safety.

In consideration of the terms herein set forth and the mutual covenants and obligations of the parties hereto, the undersigned parties agree to the following:

## **I. PARTIES**

The parties to this agreement are: Metropolitan Enforcement Group of Southwestern Illinois (aka: MEGSI)

## **II. AUTHORITY**

Parties hereby enter into this Agreement in accordance with the authority vested in them by Article VII, Section 10, of the Constitution of the State of Illinois and the Intergovernmental Cooperation Act (5 ILCS 220/1) et seq., and the Intergovernmental Drug Laws Enforcement Act, 30 ILCS 715/1 et seq.

## **III. ORGANIZATION**

### **A. Policy Board**

The undersigned agree that effective use of it's personnel, in the enforcement of drug laws; trafficking in persons, involuntary servitude, and related offenses; Firearm Owners Identification Card Act; the investigation of street gang related offenses; and requires that a Policy Board shall be established. The MEGSI Policy Board shall be composed of an elected public official, or his designee, and the Chief Law Enforcement Office, or his designee, from all participating local units of government. The Policy Board shall supervise and oversee the operations of MEGSI, make such reports to the Director of the State Police as that Department may require. Consonant with the expressed legislature intent in the Intergovernmental Drug Law Act, the Policy Board shall determine that MEGSI operations are limited exclusively to enforcement of drug laws of this State, sister States or of the United States.

#### B. Operating Director

The Policy Board shall designate by majority vote, an Operating Director, who shall be responsible for the daily operation of MEGSI. The Director shall report and be accountable to the MEGSI policy board.

#### C. Chairman and Fiscal Officer

The Policy Board shall designate by majority vote, a Chairman, and a Fiscal Officer. The Fiscal Officer shall be the sole Fiscal Officer for {insert department name}, who shall receive and disburse grant funds for {insert department name}, but at no time shall he consider the contribution of manpower or personnel from the Illinois State Police as a basis for the 50 percent matching grant from the state for the total operating budget from {insert department name}. The Director of the Illinois State Police shall monitor {insert department name} and determine its eligibility to receive State funding.

### IV. PURPOSE

The purpose of this agreement is to create a multi-jurisdictional authority to be known as MEGSI, hereinafter referred to as the Metropolitan Enforcement Group. The Agreement will set forth the rules, policies, and understanding between the departments. The Metropolitan Enforcement Group will direct its primary enforcement efforts in the following areas:

- A. Covert and overt investigations concerning individuals engaged in illicit criminal activities with specific emphasis on trafficking of drugs, guns, and humans;
- B. Development of intelligence data regarding criminal activity in the area;
- C. Assist local agencies with case development for those investigations that are beyond capabilities of the requesting agency and/or those investigations that indicate a mid-level drug conspiracy or higher;
- D. Dissemination of intelligence activities to the appropriate federal, state, and local law enforcement agencies;
- E. Establishment of liaison with the State's Attorney's Offices and the United States Attorney's Office for legal advice and encouragement of vigorous prosecution of developed cases.

### V. DURATION

This agreement will be effective upon its execution by all the signed parties and will supersede any and all previous agreements. This agreement will be reviewed and renewed on a yearly basis to coincide with fiscal year July 1 through June 30 the following year.

## **VI. DUTIES OF THE ILLINOIS STATE POLICE**

ISP agrees to supply the following:

- A. Training in proactive enforcement techniques and covert investigative methods as well as continuing training as outlined in the Onboarding agreement;
- B. Appointment of Metropolitan Enforcement Group officers as "Inspectors" of the Illinois State Police and the issuance of credentials pursuant to the authority in 20 ILCS 2620/4;

Any credentials, equipment and components assigned or issued by the Metropolitan Enforcement Group or ISP to any officer or participant must be surrendered to the ISP upon termination of the officer's affiliation with the Metropolitan Enforcement Group or upon its disbandment.

## **VII. OPERATIONAL PROCEDURES**

The parties agree that the following operations duties/assignments shall prevail throughout the duration of the Agreement:

### **A. Metropolitan Enforcement Group Director:**

1. Will be designated by the MEG Policy Board;
2. Be responsible for the overall direction and supervision of the assigned work force;
3. Will devise, implement, arrange and administer training for personnel assigned to the Metropolitan Enforcement Group;
4. Be responsible for the submission of grant proposals and monetary requests to the Illinois Criminal Justice Information Authority;
5. Be responsible for oversight of the Metropolitan Enforcement Group asset forfeiture program in accordance with ISP policy, as well as the approval of all expenditures of Metropolitan Enforcement Group funds acquired through State and Federal asset forfeitures and court fines and fees;
6. Serve as the Chair for policy board meetings.

### **B. Metropolitan Enforcement Group Supervisor**

1. Will act under the direction of the Metropolitan Enforcement Group Director;
2. Will be responsible for the daily operations of their assigned squad and the direct supervision of the assigned work force;

3. Develop, implement, and arrange/administer training for personnel assigned to their supervision;
4. Review, analyze, document and approve use of official advance funds in accordance with ISP reporting practices and directives;
5. Be responsible for overtime approval and assuring accurate procedures are being followed by Metropolitan Enforcement Group officers;
6. Is responsible for apprising the Metropolitan Enforcement Group Director of the unit's operations and assist in the formulation of activity reports;
7. Be responsible for other duties as prescribed by the Metropolitan Enforcement Group Director.

#### C. Metropolitan Enforcement Group Members

1. If personnel are assigned, officers will be of full-time status from the ISP or local agencies. Such officers shall, prior to appointment, will pass an ISP background investigation. The officer shall not be subject to any current or pending disciplinary actions;
2. The officer will enter into an onboarding agreement with the Metropolitan Enforcement Group which will outline the expectations during the time as a Metropolitan Enforcement Group member. The officer will adhere to all aspects of the agreement during their time on the Metropolitan Enforcement Group.
3. Will adhere to all laws of the State of Illinois and the United States of America;
4. Will comply with their respective agency's policies and procedures as they apply to personnel issues, i.e. salary, overtime, vacation, holiday, and sick time, authorized weapons and vehicle usage;
5. Officers shall not consume intoxicating beverages while on duty except in the performance of duty, and in those instances, never to the extent that the officer's ability to perform an official assignment or function is impaired;
6. Officers shall not operative official vehicles after having consumed alcoholic beverages unless such consumption is necessitated by nature of the duty assignment;
7. Will agree to participate in the ISP random drug testing policy and to submit to an ISP sanctioned drug test upon request.

## **VIII. OTHER OPERATIONAL CONSIDERATIONS**

- A. Report writing and case preparation procedures shall be utilized to document enforcement activities undertaken by the Metropolitan Enforcement Group.
- B. All investigations should be deconflicted through the Illinois Statewide Terrorism and Intelligence Center.
- C. The ISP Official Advance Funds policies will govern Metropolitan Enforcement Group operations if units chose to utilize Official Advanced Funds provided by ISP.
- D. A copy of the directives expected to be followed will be given to the Metropolitan Enforcement Group officer with their onboarding information.

## **IX. MISCONDUCT**

- A. Misconduct by officers of the Metropolitan Enforcement Group shall include the following:
  - 1. Commission of a criminal offense;
  - 2. Neglect of duties;
  - 3. Violation of Metropolitan Enforcement Group policies and/or rules of procedures;
  - 4. Conduct which may tend to reflect unfavorably upon any of the parties to this agreement.
- B. Upon receipt of a complaint from a law enforcement agency, a state attorney's office, or any other credible source alleging misconduct by a Metropolitan Enforcement Group officer, the following procedures will be initiated:
  - 1. The Metropolitan Enforcement Group Director shall conduct a preliminary review of the allegations to verify the complaint and to determine the nature, scope, and need to conduct a follow up investigation;
  - 2. In the event the allegations appear to be credible, the Metropolitan Enforcement Group Director will notify the Zone Director and the chief executive of the officer's parent agency;
  - 3. If the complaint is of a non-criminal nature, the Metropolitan Enforcement Group Director and chief executive of the officer's parent agency will

determine who will conduct the investigation. If the complaint is verified, the parent agency will implement disciplinary action as deemed necessary;

4. If the complaint is of a criminal nature, the Metropolitan Enforcement Group Director and agency head shall require a criminal investigation be conducted by the ISP Division of Internal Investigation. The investigation will be forwarded to the respective States Attorney's office for decision on prosecution.

## **X. REPORTING**

- A. The Metropolitan Enforcement Group Director will immediately notify the respective departments if there are any issues concerning the assigned officer;
- B. The Metropolitan Enforcement Group Director shall evaluate officers on a yearly basis; the evaluation tool will be determined by the Metropolitan Enforcement Group Director in agreement with the parent agency and retained as part of the Inspector's personnel file. The officer will stay on the unit if both parties agree the officer is performing their duties to the best of their ability and is proactively seeking new investigations, making arrests, and effectively impacting the community. If the Task Force Commander and parent agency determine the officer is no longer effective in the unit, the officer will be removed and reassigned as the parent agency sees fit;
- C. The Metropolitan Enforcement Group Director will present statistics for investigations, arrests, seizures and search warrants for the assigned officer at each board meeting, which will convene at least quarterly or as directed by the unit board of Directors.
- D. The Metropolitan Enforcement Group Director will submit statistics, table of organizations, budgets, and any additional information requested by the ISP immediately upon request.

## **XI. LIABILITY**

- A. The ISP and/or the State of Illinois shall provide representation and indemnification to the extent permitted by law to Metropolitan Enforcement Group officers in the event that any civil proceeding is commenced against such Metropolitan Enforcement Group officer alleging the deprivation of a civil or constitutional right arising out of any act or omission occurring within the scope of Metropolitan Enforcement Group activities provided that such actions were not the result of the officers intentional, willful, or wanton misconduct;
- B. Each agency will accept liability, to the extent required by the Illinois Workers' Compensation Act (820 ILCS 305/1) for personal injuries occurring to its officers while engaged in Metropolitan Enforcement Group activities.

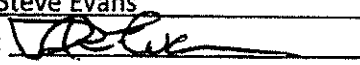


**XII. TERMINATION/MODIFICATION OF AGREEMENT**

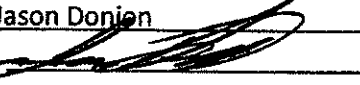
- A. Any party may withdraw from this agreement 90 days after providing written notice of withdrawal to all other parties. Withdrawal of any party will not affect the agreement with respect to the remaining parties. Any modification of this agreement requires written approval by all parties.
- B. The Metropolitan Enforcement Group policy board may disband the operation of this Metropolitan Enforcement Group at any time by a majority vote where upon this agreement will be terminated. All Metropolitan Enforcement Group property obtained through grants from the Illinois Criminal Justice Information Authority shall be disposed of consistent with current property management or disposition guidelines issued by the Authority's Office of Federal Assistance Programs.
- C. At the time of termination, the active participating agencies will vote on the disbursement of the non-grant Metropolitan Enforcement Group assets and forfeited assets.

**XIII. REVIEW AND ACCEPTANCE VERIFICATION**

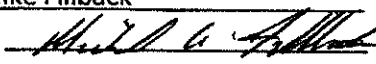
I certify that I am the Chief Executive Officer for my agency or that I have the authority to represent said agency in the execution of the herein Interagency Agreement. I further certify that I have reviewed and accept the terms and conditions of said Interagency Agreement.

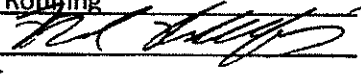
Name: Steve Evans  
Signature:   
Title: Chief  
Date: 6/18/24  
Agency: Collinsville Police Department

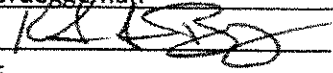
Name: Steve Johnson  
Signature: \_\_\_\_\_  
Title: Chief  
Date: \_\_\_\_\_  
Agency: Fairview Heights Police Department

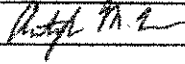
Name: Jason Donjon  
Signature:   
Title: Chief  
Date: 6/18/24  
Agency: Columbia Police Department

Name: Mike Schutzenhofer  
Signature: \_\_\_\_\_  
Title: Chief  
Date: \_\_\_\_\_  
Agency: Freeburg Police Department

Name: Mike Fillback  
Signature:   
Title: Chief  
Date: 6/18/2024  
Agency: Edwardsville Police Department

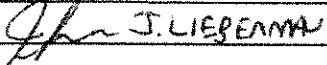
Name: Neal Rohlfing  
Signature:   
Title: Sheriff  
Date: \_\_\_\_\_  
Agency: Monroe County Sheriff's Department

Name: Kirk Brueggeman  
Signature:   
Title: Chief  
Date: 6-18-24  
Agency: O'Fallon Police Department

Name: Chris Wasser  
Signature:   
Title: Chief  
Date: 06-18-24  
Agency: Troy Police Department

Name: Chris Modrusic  
Signature: \_\_\_\_\_  
Title: Chief  
Date: \_\_\_\_\_  
Agency: Pontoon Beach Police Department

Name: Antonio White  
Signature: \_\_\_\_\_  
Title: Chief  
Date: \_\_\_\_\_  
Agency: Venice Police Department

Name: David Goodwin  
Signature:  J. LIEBERMAN  
Title: Chief  
Date: 6-18-24  
Agency: SIUE Police Department

Name: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Title: Chief  
Date: \_\_\_\_\_  
Agency: Waterloo Police Department

Name: Jeffrey Bridick  
Signature: \_\_\_\_\_  
Title: Chief  
Date: \_\_\_\_\_  
Agency: Madison Police 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:  
August 05, 2024  
(Date)

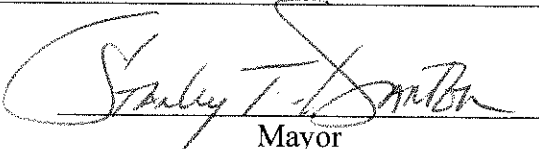
2. Description of matter to be placed on agenda:  
Consideration and Action on Warrant No. 640.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

4. Submittal date: 08-31-24  
Submitted by:  
Shawn Kennedy, Collector / Budget Officer  
\_\_\_\_\_  
\_\_\_\_\_

DISPOSITION

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

  
\_\_\_\_\_  
Mayor

WARRANT #640

VENDOR #	NAME	DEPT.	AMOUNT
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01 GENERAL FUND

LEGISLATIVE

EL075	ELAN FINANCIAL SERVICES	01-12	417.02
KA020	K & D PRINTING	01-12	848.00
MW200	MWM CONSULTING GROUP, INC.	01-12	2,700.00
VE360	VERVOCITY INTERACTIVE	01-12	159.00
WA300	CAPITAL ONE	01-12	96.11

\*\*TOTAL LEGISLATIVE 4,220.13

FINANCE

AM500	AMERICOM IMAGING SYSTEMS, INC.	01-13	76.70
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	01-13	7,719.47
CH322	CHARD SNYDER	01-13	70.00
CO025	COAST TO COAST EQUIP & SUPPLIES	01-13	47.00
DA040	D AND D DISTRIBUTING SERVICES, IN	01-13	41.88
DE130	DEARBORN LIFE INSURANCE COMPANY	01-13	30.12
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-13	701.88
EL075	ELAN FINANCIAL SERVICES	01-13	41.88
FI100	FIDELITY SECURITY LIFE INSURANCE	01-13	79.01
FI575	FIRST NATIONAL BANK OF WATERLOO	01-13	38.60
HA390	HARRISONVILLE TELEPHONE	01-13	1,337.36
IN560	INVOICE CLOUD, INC.	01-13	65.58
LA088	LANDIS+GYR TECHNOLOGY, INC.	01-13	499.00
QU220	QUILL CORPORATION	01-13	5.55
RE440	REJIS COMMISSION	01-13	527.39
RO400	ROTOLITE OF ST LOUIS INC	01-13	35.00
ST120	STAPLES BUSINESS ADVANTAGE	01-13	231.39
WA300	CAPITAL ONE	01-13	43.96

\*\*TOTAL FINANCE 11,591.77

BUILDING

CI250	CITY OF WATERLOO	01-14	4,980.45
DE100	DE SIGNS	01-14	202.00
ST120	STAPLES BUSINESS ADVANTAGE	01-14	572.39
TR120	TRANE	01-14	618.00
WA850	WATERLOO LUMBER COMPANY	01-14	42.78

\*\*TOTAL BUILDING 6,415.62

ZONING/BUILDING INSPECTOR

AA035	AAIM EA TRAINING AND CONSULTING	01-16	86.20
AP121	APEXNETWORK PHYSICAL THERAPY	01-16	165.00
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	01-16	6,075.14
CH322	CHARD SNYDER	01-16	14.00
CO025	COAST TO COAST EQUIP & SUPPLIES	01-16	974.06
DE130	DEARBORN LIFE INSURANCE COMPANY	01-16	20.70
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-16	392.40
FI100	FIDELITY SECURITY LIFE INSURANCE	01-16	47.48
HE320	HENRY, MEISENHEIMER & GENDE, INC.	01-16	1,680.00
IR300	IRON CRAFTERS INC	01-16	3.42
LA500	LAWSON PRODUCTS, INC.	01-16	53.87
LO435	LORMAN EDUCATION SERVICES	01-16	415.90
QU220	QUILL CORPORATION	01-16	79.51
TO425	TOTAL ACCESS URGENT CARE	01-16	80.00
WA300	CAPITAL ONE	01-16	151.23

\*\*TOTAL ZONING/BUILDING INSPECTOR 10,238.91

RECORDS

AM122	AMERICAN LEGAL PUBLISHING CORPORA	01-18	66.00
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	01-18	1,195.74
CH322	CHARD SNYDER	01-18	7.00
DE130	DEARBORN LIFE INSURANCE COMPANY	01-18	4.88
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-18	85.28
FI100	FIDELITY SECURITY LIFE INSURANCE	01-18	9.13
RE410	REPUBLIC TIMES LLC	01-18	252.00
ST025	ST CLAIR, GILBRETH & STEPPIG LLC	01-18	6,086.50

\*\*TOTAL RECORDS 7,706.53

DATE: 07/31/24

VENDOR #	NAME	DEPT.	AMOUNT
01 GENERAL FUND			
RECORDS			
POLICE			
AA035	AAIM EA TRAINING AND CONSULTING	L01-21	9.60
AL125	AL'S AUTOMOTIVE SUPPLY INC.	01-21	478.23
AP145	APPLIED CONCEPTS, INC.	01-21	3,050.00
AU084	AUTO TIRE AND PARTS	01-21	60.72
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	01-21	33,042.44
CH322	CHARD SNYDER	01-21	140.00
CO025	COAST TO COAST EQUIP & SUPPLIES	01-21	136.00
DA040	D AND D DISTRIBUTING SERVICES, IN	01-21	83.76
DA082	DATATRONICS, INC.	01-21	22,994.83
DA101	DAVE SINCLAIR FORD	01-21	598.50
DE100	DE SIGNS	01-21	100.00
DE130	DEARBORN LIFE INSURANCE COMPANY	01-21	104.68
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-21	1,769.05
EL075	ELAN FINANCIAL SERVICES	01-21	363.43
EL455	ELITE K-9, INC.	01-21	1,229.95
FI100	FIDELITY SECURITY LIFE INSURANCE	01-21	212.24
FI580	FIRSTSPEAR, LLC	01-21	2,552.75
FL250	FLETCHER-REINHARDT COMPANY	01-21	1,431.87
GR405	GREATER ST. LOUIS AREA COUNCIL	01-21	50.00
HA390	HARRISONVILLE TELEPHONE	01-21	313.70
IL050	ILEAS	01-21	120.00
IR300	IRON CRAFTERS INC	01-21	3.48
JO200	JOHN DEERE FINANCIAL	01-21	143.98
LA500	LAWSON PRODUCTS, INC.	01-21	53.87
LE425	LEON UNIFORM CO.	01-21	1,830.39
MA375	MAJOR CASE SQUAD OF GREATER ST LO	01-21	250.00
MA555	MARQUARDT, TERRY L	01-21	222.60
ME200	MEGSI	01-21	11,013.00
MO425	MONROE COUNTY ELECTRIC COOPERATIV	01-21	53.39
MO460	MONROE COUNTY GENERAL FUND	01-21	21,610.40
MO755	MOTOROLA SOLUTIONS, INC.	01-21	1,533.60
MU350	MUNICIPAL ELECTRONICS	01-21	680.00
PO470	POMP'S TIRE SERVICE, INC.	01-21	869.72
RE440	REJIS COMMISSION	01-21	438.30
SA280	SALTUS TECHNOLOGIES	01-21	3,460.80
SE360	SEITZ, MARTY J	01-21	519.40
ST120	STAPLES BUSINESS ADVANTAGE	01-21	152.38
SU600	SURE SHINE AUTO WASH	01-21	95.90
TI410	TITAN INDUSTRIAL CHEMICALS, LLC	01-21	68.35
VE250	VERIZON	01-21	105.09
WA300	CAPITAL ONE	01-21	129.19
WA650	WATERLOO ANIMAL HOSPITAL	01-21	146.75
WA850	WATERLOO LUMBER COMPANY	01-21	10.94
**TOTAL POLICE			112,233.28

SOCIAL SERVICES			
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	01-34	2,305.61
CH322	CHARD SNYDER	01-34	7.00
CI350	CITY OF WATERLOO - ELECTRIC FUND	01-34	5,000.00
DE130	DEARBORN LIFE INSURANCE COMPANY	01-34	5.47
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-34	137.09
EL075	ELAN FINANCIAL SERVICES	01-34	83.99
EP215	EPIC INSURANCE MIDWEST	01-34	890.00
FI100	FIDELITY SECURITY LIFE INSURANCE	01-34	14.13
HI260	HILL MONUMENT COMPANY	01-34	1,000.00
HU235	HUMAN SUPPORT SERVICE	01-34	450.88
JO200	JOHN DEERE FINANCIAL	01-34	23.96
MO425	MONROE COUNTY ELECTRIC COOPERATIV	01-34	827.88
RE450	RELIABLE SANITATION	01-34	85,059.17
UN430	UNITED INK	01-34	133.50
WA300	CAPITAL ONE	01-34	20.94

\*\*TOTAL SOCIAL SERVICES 95,959.62

STREETS & ALLEYS

DATE: 07/31/24

VENDOR #	NAME	DEPT.	AMOUNT
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01 GENERAL FUND

STREETS & ALLEYS

AL125	AL'S AUTOMOTIVE SUPPLY INC.	01-41	124.92
AU084	AUTO TIRE AND PARTS	01-41	47.03
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	01-41	8,380.75
BR225	BROWN EQUIPMENT COMPANY	01-41	212.70
BU205	BUCH, DAVID	01-41	1,676.60
CH322	CHARD SNYDER	01-41	35.00
CI250	CITY OF WATERLOO	01-41	1,115.61
CL200	CLEAN UNIFORM SERVICES	01-41	61.08
CO250	COLUMBIA QUARRY	01-41	2,049.40
CO285	COMMERCIAL LAWN IRRIGATION	01-41	115.00
DA040	D AND D DISTRIBUTING SERVICES, INC.	01-41	78.16
DE130	DEARBORN LIFE INSURANCE COMPANY	01-41	31.05
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-41	412.08
FA150	FABICK TRACTOR	01-41	1,728.46
FI100	FIDELITY SECURITY LIFE INSURANCE	01-41	70.74
GR200	W.W. GRAINGER, INC.	01-41	361.78
HA390	HARRISONVILLE TELEPHONE	01-41	44.09
HE320	HENRY, MEISENHEIMER & GENDE, INC.	01-41	22,436.69
HU200	HUEBNER CONCRETE CONTRACTING, INC.	01-41	85,069.10
IL825	ILLINOIS MUNICIPAL UTILITIES	01-41	150.00
IN458	INTERSTATE BILLING SERVICE, INC.	01-41	8,638.60
IR300	IRON CRAFTERS INC	01-41	39.42
JO200	JOHN DEERE FINANCIAL	01-41	66.84
LA500	LAWSON PRODUCTS, INC.	01-41	101.51
MO475	MONROE COUNTY HIGHWAY DEPARTMENT	01-41	11,535.48
MO755	MOTOROLA SOLUTIONS, INC.	01-41	13.00
MP500	MPS INDUSTRIES	01-41	319.50
NU780	NU-WAY CONCRETE FORMS, INC.	01-41	8,559.79
SC445	JEFFREY SCHULT	01-41	2,100.00
SN200	SNAP-ON	01-41	373.85
ST575	STREET CREEP INCORPORATED	01-41	6,933.00
TE350	TERMINAL SUPPLY COMPANY	01-41	425.95
TI410	TITAN INDUSTRIAL CHEMICALS, LLC	01-41	68.33
TY200	TYNDALE COMPANY, INC.	01-41	123.25
WA300	CAPITAL ONE	01-41	3.52
WA430	WARNER COMMUNICATIONS CORP.	01-41	167.50
WA850	WATERLOO LUMBER COMPANY	01-41	210.12

\*\*TOTAL STREETS & ALLEYS 163,879.90

01 GENERAL FUND GRAND TOTAL 412,245.76

VENDOR #	NAME	DEPT.	AMOUNT
51 WATER FUND			
WATER ADMINISTRATION			
AM500	AMERICOM IMAGING SYSTEMS, INC.	51-11	76.71
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	51-11	2,560.99
CH322	CHARD SNYDER	51-11	14.00
CO025	COAST TO COAST EQUIP & SUPPLIES	51-11	47.00
DE130	DEARBORN LIFE INSURANCE COMPANY	51-11	10.01
DE490	DELTA DENTAL OF ILLINOIS - RISK	51-11	161.09
FI100	FIDELITY SECURITY LIFE INSURANCE	51-11	17.77
IN560	INVOICE CLOUD, INC.	51-11	65.58
LA088	LANDIS+GYR TECHNOLOGY, INC.	51-11	499.00
QU220	QUILL CORPORATION	51-11	5.55
RE440	REJIS COMMISSION	51-11	527.39
RO400	ROTOLITE OF ST LOUIS INC	51-11	35.00
ST120	STAPLES BUSINESS ADVANTAGE	51-11	216.22
**TOTAL WATER ADMINISTRATION			4,236.31
WATER TREATMENT PLANT			
MO425	MONROE COUNTY ELECTRIC COOPERATIVE	51-47C	530.10
**TOTAL WATER TREATMENT PLANT			530.10
WATER DISTRIBUTION			
AL012	ALBERS WATER SERVICES, LLC	51-48	1,500.00
AL125	AL'S AUTOMOTIVE SUPPLY INC.	51-48	5.34
AM390	AMERICAN WATER	51-48	475.00
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	51-48	3,037.57
CH322	CHARD SNYDER	51-48	14.00
CI250	CITY OF WATERLOO	51-48	1,005.68
CO600	CORE & MAIN	51-48	22,101.14
DA040	D AND D DISTRIBUTING SERVICES, INS	51-48	8.39
DE130	DEARBORN LIFE INSURANCE COMPANY	51-48	10.35
DE490	DELTA DENTAL OF ILLINOIS - RISK	51-48	74.71
DI410	DIEWALD UTILITY SERVICES	51-48	8,500.00
DU700	DUTCH HOLLOW JANITORIAL SUPPLIES	51-48	207.92
FI100	FIDELITY SECURITY LIFE INSURANCE	51-48	18.94
GR200	W.W. GRAINGER, INC.	51-48	361.78
HA390	HARRISONVILLE TELEPHONE	51-48	130.67
HA740	HAWKINS, INC	51-48	920.91
HE320	HENRY, MEISENHEIMER & GENDE, INC.	51-48	150,124.02
IL825	ILLINOIS MUNICIPAL UTILITIES	51-48	150.00
IR300	IRON CRAFTERS INC	51-48	3.42
JO200	JOHN DEERE FINANCIAL	51-48	353.16
KI450	RICHARD C KINZINGER	51-48	1,823.92
KR210	KREBEL PLUMBING	51-48	125.00
LA500	LAWSON PRODUCTS, INC.	51-48	53.87
MO755	MOTOROLA SOLUTIONS, INC.	51-48	13.00
NO455	NORTHERN SAFETY CO., INC.	51-48	143.52
NU780	NU-WAY CONCRETE FORMS, INC.	51-48	6,620.48
SN200	SNAP-ON	51-48	373.85
TE240	TEKLAB, INC	51-48	190.80
TE350	TERMINAL SUPPLY COMPANY	51-48	425.95
TI410	TITAN INDUSTRIAL CHEMICALS, LLC	51-48	68.33
TY200	TYNDALE COMPANY, INC.	51-48	352.95
US150	USA BLUE BOOK	51-48	225.90
WA300	CAPITAL ONE	51-48	3.53
WA430	WARNER COMMUNICATIONS CORP.	51-48	167.49
WA850	WATERLOO LUMBER COMPANY	51-48	18.05
**TOTAL WATER DISTRIBUTION			199,609.64
51 WATER FUND	GRAND TOTAL		204,376.05

VENDOR #	NAME	DEPT.	AMOUNT
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## 52 SEWER FUND

## SEWER ADMINISTRATION

AM500	AMERICOM IMAGING SYSTEMS, INC.	52-11	76.71
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	52-11	2,560.98
CH322	CHARD SNYDER	52-11	14.00
CO025	COAST TO COAST EQUIP & SUPPLIES	52-11	47.00
DE130	DEARBORN LIFE INSURANCE COMPANY	52-11	10.01
DE490	DELTA DENTAL OF ILLINOIS - RISK	52-11	161.09
FI100	FIDELITY SECURITY LIFE INSURANCE	52-11	17.76
HE320	HENRY, MEISENHEIMER & GENDE, INC.	52-11	1,899.41
IN560	INVOICE CLOUD, INC.	52-11	65.58
LA088	LANDIS+GYR TECHNOLOGY, INC.	52-11	499.00
QU220	QUILL CORPORATION	52-11	5.56
RE440	REJIS COMMISSION	52-11	527.39
RO400	ROTELITE OF ST LOUIS INC	52-11	35.00
ST120	STAPLES BUSINESS ADVANTAGE	52-11	216.26
TE240	TEKLAB, INC	52-11	1,340.00
TE425	TESTING ANALYSIS CONTROL	52-11	864.00
VI460	VIPOWER SERVICES	52-11	22,886.74

\*\*TOTAL SEWER ADMINISTRATION 31,226.49

## SEWER TREATMENT PLANT

AL125	AL'S AUTOMOTIVE SUPPLY INC.	52-43	2.65
BK300	BKB EXTERIORS INC	52-43	9,700.00
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	52-43	6,916.83
CH322	CHARD SNYDER	52-43	21.00
CI250	CITY OF WATERLOO	52-43	19,885.58
CO600	CORE & MAIN	52-43	8,644.56
DA040	D AND D DISTRIBUTING SERVICES, IN	52-43	8.39
DE130	DEARBORN LIFE INSURANCE COMPANY	52-43	15.82
DE490	DELTA DENTAL OF ILLINOIS - RISK	52-43	347.43
EQ700	EQUIPMENT PRO INC.	52-43	2,236.00
FI100	FIDELITY SECURITY LIFE INSURANCE	52-43	42.39
GA100	G & R INDUSTRIAL SUPPLY INC.	52-43	623.71
HA390	HARRISONVILLE TELEPHONE	52-43	71.66
IL302	ILLINOIS ENVIRONMENTAL PROT. AGEN	52-43	17,500.00
IL825	ILLINOIS MUNICIPAL UTILITIES	52-43	150.00
IR300	IRON CRAFTERS INC	52-43	3.42
JJ300	J & J SEPTIC TANK & SEWER CLEANIN	52-43	960.00
JO200	JOHN DEERE FINANCIAL	52-43	55.44
LA500	LAWSON PRODUCTS, INC.	52-43	53.87
MI215	MID-SOUTH TANK CONSULTANTS	52-43	16,500.00
MO755	MOTOROLA SOLUTIONS, INC.	52-43	13.00
NO455	NORTHERN SAFETY CO., INC.	52-43	2,600.18
OR200	O'REILLY AUTOMOTIVE, INC.	52-43	13.75
RE330	REXEL UNITED (EASTERN)	52-43	328.43
TE350	TERMINAL SUPPLY COMPANY	52-43	425.95
TI410	TITAN INDUSTRIAL CHEMICALS, LLC	52-43	68.33
TY200	TYNDALE COMPANY, INC.	52-43	684.70
WA300	CAPITAL ONE	52-43	3.53
WA430	WARNER COMMUNICATIONS CORP.	52-43	167.50

\*\*TOTAL SEWER TREATMENT PLANT 88,044.12

## SEWER SANITATION SYSTEM

BU550	BUTLER SUPPLY COMPANY	52-44	19.02
CI250	CITY OF WATERLOO	52-44	5,641.01
DE404	DEGENER, MARK	52-44	161.00
EQ700	EQUIPMENT PRO INC.	52-44	3,531.43
GR200	W.W. GRAINGER, INC.	52-44	483.37
HE320	HENRY, MEISENHEIMER & GENDE, INC.	52-44	742.50
JO200	JOHN DEERE FINANCIAL	52-44	378.67
KE500	KEY EQUIPMENT & SUPPLY	52-44	2,489.10
MO425	MONROE COUNTY ELECTRIC COOPERATIV	52-44C	66.66
SN200	SNAP-ON	52-44	373.85
WA850	WATERLOO LUMBER COMPANY	52-44	25.78

\*\*TOTAL SEWER SANITATION SYSTEM 13,912.39



SYS DATE:08/01/24

CITY OF WATERLOO  
C L A I M S H E E T  
wednesday July 31,2024

SYS TIME:09:31  
[NCS]  
PAGE 6

DATE: 07/31/24

VENDOR # NAME

DEPT.

AMOUNT

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52 SEWER FUND

SEWER SANITATION SYSTEM

52 SEWER FUND

GRAND TOTAL 133,183.00

DATE: 07/31/24

VENDOR #	NAME	DEPT.	AMOUNT
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53 ELECTRIC FUND

ELECTRIC ADMINISTRATION

AM500	AMERICOM IMAGING SYSTEMS, INC.	53-11	76.71
BA150	BARNES, HENRY, MEISENHEIMER & GEN	53-11	260.24
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	53-11	2,560.99
CH322	CHARD SNYDER	53-11	14.00
CO025	COAST TO COAST EQUIP & SUPPLIES	53-11	47.01
DE130	DEARBORN LIFE INSURANCE COMPANY	53-11	10.01
DE490	DELTA DENTAL OF ILLINOIS - RISK	53-11	161.09
FI100	FIDELITY SECURITY LIFE INSURANCE	53-11	17.76
IN560	INVOICE CLOUD, INC.	53-11	65.58
LA088	LANDIS+GYR TECHNOLOGY, INC.	53-11	499.00
QU220	QUILL CORPORATION	53-11	5.56
RE440	REJIS COMMISSION	53-11	527.39
RO400	ROTOLITE OF ST LOUIS INC	53-11	35.00
ST120	STAPLES BUSINESS ADVANTAGE	53-11	266.35
UP805	UPS STORE	53-11	14.27

\*\*TOTAL ELECTRIC ADMINISTRATION 4,560.96

ELECTRIC PRODUCTION

BA150	BARNES, HENRY, MEISENHEIMER & GEN	53-47N	10,856.13
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	53-47	5,343.18
BU550	BUTLER SUPPLY COMPANY	53-47	21.10
CC001	CCP INDUSTRIES	53-47	136.27
CH322	CHARD SNYDER	53-47	21.00
CI250	CITY OF WATERLOO	53-47	3,894.13
CL200	CLEAN UNIFORM SERVICES	53-47	506.85
CU615	CULLIGAN/SCHAEFER WATER CENTERS	53-47	580.00
DE130	DEARBORN LIFE INSURANCE COMPANY	53-47	15.82
DE490	DELTA DENTAL OF ILLINOIS - RISK	53-47	272.12
DI950	DIXIE SERVICES INCORPORATED	53-47	600.00
EX320	EXLINE, INC.	53-47	10,065.76
FI100	FIDELITY SECURITY LIFE INSURANCE	53-47	33.07
HA390	HARRISONVILLE TELEPHONE	53-47	89.11
IL825	ILLINOIS MUNICIPAL UTILITIES	53-47	150.00
JO200	JOHN DEERE FINANCIAL	53-47	112.57
LA500	LAWSON PRODUCTS, INC.	53-47	77.75
MO425	MONROE COUNTY ELECTRIC COOPERATIV	53-47C	174.67
MO755	MOTOROLA SOLUTIONS, INC.	53-47	13.00
MP500	MPS INDUSTRIES	53-47	298.25
PA405	PARAGON MICRO INC.	53-47	128.99
TI410	TITAN INDUSTRIAL CHEMICALS, LLC	53-47	557.60
VI460	VIPOWER SERVICES	53-47	2,249.00
WA430	WARNER COMMUNICATIONS CORP.	53-47	167.51
WA850	WATERLOO LUMBER COMPANY	53-47	56.85

\*\*TOTAL ELECTRIC PRODUCTION 36,420.73

ELECTRIC DISTRIBUTION

AL125	AL'S AUTOMOTIVE SUPPLY INC.	53-48	84.43
AL130	ALTEC INDUSTRIES, INC.	53-48	5,845.06
BE060	BELLEVILLE FENCE COMPANY	53-48	2,570.00
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	53-48	12,257.65
BR155	BRIDGEWELL RESOURCES LLC	53-48	13,620.00
BR240	BROWNSTOWN ELECTRIC SUPPLY	53-48	1,553.00
BU550	BUTLER SUPPLY COMPANY	53-48	1,339.12
CC001	CCP INDUSTRIES	53-48	267.09
CH322	CHARD SNYDER	53-48	49.00
CI250	CITY OF WATERLOO	53-48	1,248.20
DA040	D AND D DISTRIBUTING SERVICES, IN	53-48	78.17
DE130	DEARBORN LIFE INSURANCE COMPANY	53-48	41.99
DE490	DELTA DENTAL OF ILLINOIS - RISK	53-48	661.92
EL357	ELECTRICO, INC.	53-48	28,287.50
FA150	FABICK TRACTOR	53-48	1,591.11
FI100	FIDELITY SECURITY LIFE INSURANCE	53-48	75.07
FL250	FLETCHER-REINHARDT COMPANY	53-48	9,809.02
GR200	W.W. GRAINGER, INC.	53-48	1,106.79
HA390	HARRISONVILLE TELEPHONE	53-48	43.57

VENDOR #	NAME	DEPT.	AMOUNT
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53 ELECTRIC FUND

ELECTRIC DISTRIBUTION

IL825	ILLINOIS MUNICIPAL UTILITIES	53-48	150.00
IR300	IRON CRAFTERS INC	53-48	97.42
JO200	JOHN DEERE FINANCIAL	53-48	193.46
LA500	LAWSON PRODUCTS, INC.	53-48	53.87
MI800	mitsubishi electric power products	53-48.	4,962.00
MO425	MONROE COUNTY ELECTRIC COOPERATIV	53-48C	184.40
MO755	MOTOROLA SOLUTIONS, INC.	53-48	13.00
RE330	REXEL UNITED (EASTERN)	53-48	577.68
RE350	REGULATORY COMPLIANCE SVCS, INC.	53-48	395.00
RE450	RELIABLE SANITATION	53-48	315.00
SN200	SNAP-ON	53-48	373.85
TA055	TALLMAN EQUIPMENT COMPANY INC.	53-48	18,281.22
TE350	TERMINAL SUPPLY COMPANY	53-48	425.95
TI410	TITAN INDUSTRIAL CHEMICALS, LLC	53-48	68.33
TY200	TYNDALE COMPANY, INC.	53-48	150.95
UL010	ULINE	53-48	261.06
UT180	UTILITRA	53-48	11,612.93
WA300	CAPITAL ONE	53-48	3.53
WA430	WARNER COMMUNICATIONS CORP.	53-48	167.50
WA850	WATERLOO LUMBER COMPANY	53-48	41.20

\*\*TOTAL ELECTRIC DISTRIBUTION 118,857.04

53 ELECTRIC FUND

GRAND TOTAL 159,838.73

DATE: 07/31/24

VENDOR #	NAME	DEPT.	AMOUNT
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54 GAS FUND

GAS ADMINISTRATION

AM500	AMERICOM IMAGING SYSTEMS, INC.	54-11	76.71
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	54-11	2,560.99
CH322	CHARD SNYDER	54-11	14.00
CO025	COAST TO COAST EQUIP & SUPPLIES	54-11	47.02
DE130	DEARBORN LIFE INSURANCE COMPANY	54-11	10.00
DE490	DELTA DENTAL OF ILLINOIS - RISK	54-11	161.10
FI100	FIDELITY SECURITY LIFE INSURANCE	54-11	17.77
IN560	INVOICE CLOUD, INC.	54-11	65.58
KA020	K & D PRINTING	54-11	390.00
LA088	LANDIS+GYR TECHNOLOGY, INC.	54-11	499.00
QU220	QUILL CORPORATION	54-11	5.56
RE440	REJIS COMMISSION	54-11	527.39
RO400	ROTOLITE OF ST LOUIS INC	54-11	35.00
ST120	STAPLES BUSINESS ADVANTAGE	54-11	216.26
UT300	UTILITY SAFETY & DESIGN	54-11	450.00

\*\*TOTAL GAS ADMINISTRATION 5,076.38

GAS DISTRIBUTION

AL125	AL'S AUTOMOTIVE SUPPLY INC.	54-48	207.90
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	54-48	11,315.67
CH322	CHARD SNYDER	54-48	42.00
CI250	CITY OF WATERLOO	54-48	923.85
CO600	CORE & MAIN	54-48	1,404.30
DA040	D AND D DISTRIBUTING SERVICES, IN	54-48	78.17
DE130	DEARBORN LIFE INSURANCE COMPANY	54-48	32.23
DE490	DELTA DENTAL OF ILLINOIS - RISK	54-48	607.92
DU700	DUTCH HOLLOW JANITORIAL SUPPLIES,	54-48	306.93
ED115	ED MORSE FORD	54-48	856.29
FI100	FIDELITY SECURITY LIFE INSURANCE	54-48	61.62
GR200	W.W. GRAINGER, INC.	54-48	361.78
HA390	HARRISONVILLE TELEPHONE	54-48	172.49
IL825	ILLINOIS MUNICIPAL UTILITIES	54-48	150.00
IR300	IRON CRAFTERS INC	54-48	51.42
LA500	LAWSON PRODUCTS, INC.	54-48	53.87
MO755	MOTOROLA SOLUTIONS, INC.	54-48	13.00
NU780	NU-WAY CONCRETE FORMS, INC.	54-48	6,620.49
SN200	SNAP-ON	54-48	373.85
TE350	TERMINAL SUPPLY COMPANY	54-48	425.99
TI410	TITAN INDUSTRIAL CHEMICALS, LLC	54-48	68.33
WA300	CAPITAL ONE	54-48	3.53
WA430	WARNER COMMUNICATIONS CORP.	54-48	167.50

\*\*TOTAL GAS DISTRIBUTION 24,299.13

54 GAS FUND GRAND TOTAL 29,375.51

GRAND TOTAL FOR ALL FUNDS: 939,019.05

TOTAL FOR REGULAR CHECKS: 939,019.05

WARRANT #640 - INTERIM CHECKS

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

VENDOR #	NAME	DEPT.	AMOUNT
01 GENERAL FUND			
MO650	MORRISON-TALBOTT LIBRARY	01-00	9,827.19
WA450	WATERLOO MUNICIPAL BAND	01-00	570.39
	**TOTAL		10,397.58
LEGISLATIVE			
AT070	AT&T MOBILITY	01-12	114.66
WA705	WATERLOO CHAMBER OF COMMERCE	01-12	40.00
	**TOTAL LEGISLATIVE		154.66
FINANCE			
AT070	AT&T MOBILITY	01-13	141.84
CI360	CITY OF WATERLOO - GENERAL FUND	01-13	200.00
CR090	CRAIG, SARAH	01-13	41.54
FP200	FP FINANCE PROGRAM	01-13	27.80
IV200	IVY BELL AND COMPANY	01-13	3,200.00
US550	U.S. TREASURY	01-13	212.52
	**TOTAL FINANCE		3,823.70
BUILDING			
RA120	RAMONA CLEANING SERVICE INC.	01-14	1,849.80
	**TOTAL BUILDING		1,849.80
ZONING/BUILDING INSPECTOR			
AT070	AT&T MOBILITY	01-16	104.17
WE900	WEX BANK	01-16	302.86
	**TOTAL ZONING/BUILDING INSPECTOR		407.03
POLICE			
AT070	AT&T MOBILITY	01-21	1,592.43
BE113	BENDA, MICHAEL	01-21	251.96
BR090	BRAUN, JUSTIN	01-21	5.96
DA060	DAWS, TRINITY C.	01-21	19.24
PR820	PRUETT, SAMUEL	01-21	32.01
SA260	SALAMA, ABDULRAHMAN	01-21	17.84
WE900	WEX BANK	01-21	4,675.53
	**TOTAL POLICE		6,594.97
EMERGENCY MANAGEMENT AGENCY			
AT070	AT&T MOBILITY	01-23	84.38
	**TOTAL EMERGENCY MANAGEMENT AGENCY		84.38
SOCIAL SERVICES			
AT070	AT&T MOBILITY	01-34	47.28
DR270	SHEILA R WIGGER	01-34	520.00
GA576	GAME WORLD EVENT SERVICES	01-34	175.00
MI100	MISCELLANEOUS	01-34	14,280.14
RO162	ROEVER, LILLIAN	01-34	1,000.00
	**TOTAL SOCIAL SERVICES		16,022.42
STREETS & ALLEYS			
AT070	AT&T MOBILITY	01-41	127.87
WE900	WEX BANK	01-41	2,115.81
	**TOTAL STREETS & ALLEYS		2,243.68
01 GENERAL FUND	GRAND TOTAL		41,578.22

\$13,270.14 Groves Investments  
 Façade Grant  
 \$500.00 Cora Skinner  
 2024 Mural Contest Finalist Prize  
 shared with Chloe Collet  
 \$500.00 Chloe Collet  
 2024 Mural Contest Finalist Prize  
 shared with Cora Skinner  
 \$10.00 Denise Wiese  
 Pumpkinfest electric refund  
 \$14,280.14

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A/P MANUAL CHECK POSTING LIST  
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)  
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VENDOR #	NAME	DEPT.	AMOUNT
15 MOTOR FUEL TAX			
CH600	CHRIST BROS. PRODUCTS, LLC	15-00	1,551.00
CO250	COLUMBIA QUARRY	15-00	5,505.90
RO275	ROGERS REDI MIX	15-00	38,336.00
	**TOTAL		45,392.90
	15 MOTOR FUEL TAX	GRAND TOTAL	45,392.90

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A/P MANUAL CHECK POSTING LIST  
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)  
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VENDOR #	NAME	DEPT.	AMOUNT
36	UTILITY DEPOSIT FUND		
ZZ100	CITY OF WATERLOO	36-00	12,250.00
	**TOTAL		12,250.00
36	UTILITY DEPOSIT FUND	GRAND TOTAL	12,250.00

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

VENDOR #	NAME	DEPT.	AMOUNT
51 WATER FUND			
	WATER ADMINISTRATION		
FP200	FP FINANCE PROGRAM	51-11	27.80
	**TOTAL WATER ADMINISTRATION		----- 27.80
	WATER DISTRIBUTION		
AT070	AT&T MOBILITY	51-48	121.92
IL250	ILLINOIS AMERICAN WATER COMPANY	51-48	148,985.42
WE900	WEX BANK	51-48	395.43
	**TOTAL WATER DISTRIBUTION		----- 149,502.77
51 WATER FUND	GRAND TOTAL		149,530.57



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

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VENDOR #	NAME	DEPT.	AMOUNT
52 SEWER FUND			
	SEWER ADMINISTRATION		
FP200	FP FINANCE PROGRAM	52-11	27.80
	**TOTAL SEWER ADMINISTRATION		27.80
	SEWER TREATMENT PLANT		
AT070	AT&T MOBILITY	52-43	121.92
	**TOTAL SEWER TREATMENT PLANT		121.92
	SEWER SANITATION SYSTEM		
WE900	WEX BANK	52-44	615.69
	**TOTAL SEWER SANITATION SYSTEM		615.69
	52 SEWER FUND	GRAND TOTAL	765.41

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

VENDOR #	NAME	DEPT.	AMOUNT
53 ELECTRIC FUND			
ZZ100	CITY OF WATERLOO	53-00	13.01
ZZ110	CUSTOMER REFUND	53-00	177.70
	**TOTAL		190.71
ELECTRIC ADMINISTRATION			
FP200	FP FINANCE PROGRAM	53-11	27.80
	**TOTAL ELECTRIC ADMINISTRATION		27.80
ELECTRIC PRODUCTION			
AT070	AT&T MOBILITY	53-47	84.38
S0050	SOLAR TURBINES INCORPORATED	53-47	1,129,200.90
	**TOTAL ELECTRIC PRODUCTION		1,129,285.28
ELECTRIC DISTRIBUTION			
AT070	AT&T MOBILITY	53-48	309.07
IL590	ILLINOIS MUNICIPAL ELECTRIC AGENC	53-48	772,644.23
ME416	MERTZ, GREGORY	53-48	30.00
WE900	WEX BANK	53-48	3,122.61
	**TOTAL ELECTRIC DISTRIBUTION		776,105.91
53 ELECTRIC FUND		GRAND TOTAL	1,905,609.70

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A/P MANUAL CHECK POSTING LIST  
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)  
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VENDOR #	NAME	DEPT.	AMOUNT
54 GAS FUND			
	GAS ADMINISTRATION		
FP200	FP FINANCE PROGRAM	54-11	27.80
	**TOTAL GAS ADMINISTRATION		27.80
	GAS DISTRIBUTION		
AT070	AT&T MOBILITY	54-48	272.83
UT250	UTILITY GAS MANAGEMENT	54-48	62,777.65
WE900	WEX BANK	54-48	2,411.10
	**TOTAL GAS DISTRIBUTION		65,461.58
54 GAS FUND		GRAND TOTAL	65,489.38

GRAND TOTAL FOR ALL FUNDS--MANUAL CHECKS: 2,220,616.18

GRAND TOTAL FOR ALL FUNDS--REGULAR AND MANUAL 3,159,635.23

**GROSS PAYROLL**  
July-24

<u>FINANCE</u>	<u>REGULAR</u>	<u>OVERTIME</u>	<u>TOTAL</u>
BARRETT	\$4,686.31	\$0.00	\$4,686.31
BIRK	\$12,970.96	\$0.00	\$12,970.96
CRAIG	\$6,153.84	\$0.00	\$6,153.84
DEUTCH	\$6,270.00	\$0.00	\$6,270.00
FELDMEIER	\$5,160.00	\$0.00	\$5,160.00
GUNN	\$5,160.00	\$0.00	\$5,160.00
HOFFMANN	\$5,568.00	\$0.00	\$5,568.00
KENNEDY	\$10,440.96	\$0.00	\$10,440.96
KLOPMEYER	\$5,160.01	\$0.00	\$5,160.01
KREBEL	\$7,144.14	\$0.00	\$7,144.14
KUJAWA	\$5,302.40	\$0.00	\$5,302.40
PACE	\$5,302.40	\$0.00	\$5,302.40
ROHWEDDER	\$1,115.38	\$0.00	\$1,115.38
SCHWARZE	\$5,160.00	\$0.00	\$5,160.00
YEARIAN	\$5,341.44	\$0.00	\$5,341.44
BUELTEMANN	\$1,088.00	\$0.00	\$1,088.00
	<hr/> \$92,023.84	\$0.00	\$92,023.84
<b>ELECTRIC</b>			
GUEBERT	\$6,318.90	\$0.00	\$6,318.90
HOFFMANN	\$7,836.96	\$360.32	\$8,197.28
LAWRENCE	\$7,783.94	\$262.38	\$8,046.32
MERTZ	\$6,467.58	\$260.19	\$6,727.77
PHILLIPS	\$7,434.10	\$0.00	\$7,434.10
RONGEY, ALEX	\$4,897.61	\$428.54	\$5,326.15
SCHMITZ	\$7,885.00	\$332.50	\$8,217.50
WERNER	\$7,856.64	\$810.72	\$8,667.36
DILL	\$3,726.40	\$0.00	\$3,726.40
LUECKING	\$7,824.00	\$0.00	\$7,824.00
RONGEY	\$7,864.75	\$0.00	\$7,864.75
MOSELEY	\$0.00	\$0.00	\$0.00
REINHOLZ	\$272.00	\$0.00	\$272.00
	<hr/> \$76,167.88	\$2,454.65	\$78,622.53
<b>GAS:</b>			
BISHOP	\$6,201.20	\$0.00	\$6,201.20
GLESSNER	\$7,290.60	\$879.90	\$8,170.50
GOFF	\$7,040.00	\$264.00	\$7,304.00
HENRY, T	\$4,022.40	\$0.00	\$4,022.40
MOORE, C	\$6,821.40	\$0.00	\$6,821.40
RAMSEY	\$7,877.20	\$544.70	\$8,421.90
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	<hr/> \$39,252.80	\$1,688.60	\$40,941.40
<b>POLICE:</b>			
BENDA	\$6,890.38	\$638.72	\$7,529.10
BRAUN	\$7,082.38	\$1,393.56	\$8,475.94
BRAYE	\$6,890.38	\$174.20	\$7,064.58
DAHLEM	\$6,503.29	\$493.55	\$6,996.84
DAWS	\$8,277.27	\$0.00	\$8,277.27
HADDICK	\$7,674.64	\$406.67	\$8,081.31
HARRIS	\$6,603.80	\$445.20	\$7,049.00
HARRTIN	\$6,232.80	\$0.00	\$6,232.80
INGRAM	\$6,914.38	\$174.20	\$7,088.58
LUKE	\$9,270.53	\$0.00	\$9,270.53
MIDKIFF	\$7,424.38	\$750.78	\$8,175.16
MORAVEC	\$6,503.29	\$2,322.60	\$8,825.89
NORD	\$6,603.80	\$0.00	\$6,603.80
PRUETT	\$6,890.38	\$725.81	\$7,616.19
SALAMA	\$6,938.38	\$464.52	\$7,402.90
SCHRECKENBERG, KEVIN	\$6,890.38	\$464.52	\$7,354.90
SIEBENBERGER	\$7,058.38	\$0.00	\$7,058.38
SMITH, RICHARD	\$6,675.80	\$751.28	\$7,427.08
VOELKER	\$5,160.01	\$0.00	\$5,160.01
WIEGAND	\$7,716.35	\$1,094.89	\$8,811.24
BIVINS	\$0.00	\$0.00	\$0.00
BUGIE	\$0.00	\$0.00	\$0.00
FLOARKE	\$0.00	\$0.00	\$0.00

GREEN	\$0.00	\$0.00	\$0.00
HUDDLESTON, B	\$0.00	\$0.00	\$0.00
HUDDLESTON, M	\$0.00	\$0.00	\$0.00
JOHNS	\$0.00	\$0.00	\$0.00
JULLEIS	\$0.00	\$0.00	\$0.00
MEISTER, S	\$0.00	\$0.00	\$0.00

\$140,201.00                      \$10,300.50                      \$150,501.50

**SEWER:**

DAVIS	\$7,451.95	\$388.54	\$7,840.49
DEGENER	\$7,200.16	\$317.05	\$7,517.21
STRAUB, J	\$8,008.00	\$396.00	\$8,404.00

\$22,660.11                      \$1,101.59                      \$23,761.70

**STREET:**

DOERR	\$6,520.08	\$116.43	\$6,636.51
DUGAN	\$6,209.60	\$116.43	\$6,326.03
HERMANN	\$6,209.60	\$116.43	6326.03
MAURER	\$7,375.75	\$326.00	\$7,701.75
WASHAUSEN	\$6,675.30	\$432.72	\$7,108.02
WHELAN	\$6,683.07	\$543.34	\$7,226.41
VAN VEGHEL	\$2,448.00	\$0.00	\$2,448.00
WETZLER	\$680.00	\$0.00	\$680.00
	\$0.00	\$0.00	\$0.00
	\$0.00		

\$42,801.40                      \$1,651.35                      \$44,452.75

**WATER:**

MILLER	\$7,374.40	\$460.90	\$7,835.30
SCHLEMMER	\$7,458.20	\$251.40	\$7,709.60

\$7,374.40                      \$460.90                      \$7,835.30

**ELECTED OFFICIALS**

BUETTNER, K	\$984.99
BUETTNER, M	\$1,363.31
CHARRON, C	\$1,313.31
CHILDERS	\$1,564.54
DARTER	\$2,151.03
HOPKINS	\$1,313.31
MOST	\$1,348.31
PAPENBERG	\$782.75
ROW	\$1,348.31
TRANHAM	\$1,348.31
VOGT	\$1,313.31

**E.S.D.A.**

HOFFMANN	\$150.00
SCOTT	\$330.00
<b>Total:</b>	<b>\$480.00</b>

**PLANNING COMMISSION**

RAU	\$250.00
GAITSCH	\$200.00
HICKS	\$200.00
LUTZ	\$100.00
PITTMANN	\$200.00
VOELKER	\$120.00
YOUNGS	\$200.00

**Total:**                      **\$14,831.48**                      **Total:**                      **\$1,270.00**

**ZONING BOARD**

BOOTHMAN	100.00
GIBBS	200.00
HARTMAN	250.00
LOERCH	200.00
POETTKER	\$100.00
POWELL	\$200.00
SPIELMAN	\$200.00
CHILDERS-SECRETARY	200.00
<b>Total:</b>	<b>\$1,450.00</b>

July 5, 2024                      \$221,527.52  
 July 19, 2024                      \$242,352.58  
    \$0.00  
    \$0.00  
**Grand Total:**                      **\$463,880.10**

Jul-24

	<b>Cash in Bank - Payroll Register</b>	<b>Cash in Bank - Deduction Register</b>	<b>Total</b>
<b>01-General</b>	\$249,951.52	\$22,843.64	\$272,795.16
<b>51-Water</b>	\$25,786.60	\$3,183.23	\$28,969.83
<b>52-Sewer</b>	\$37,594.20	\$4,605.40	\$42,199.60
<b>53-Electric</b>	\$92,183.03	\$11,352.90	\$103,535.93
<b>54-Gas</b>	\$58,364.75	\$7,174.04	\$65,538.79
	<hr/>	<hr/>	<hr/>
	\$463,880.10	\$49,159.21	\$513,039.31
<b>Total Payroll Cost:</b>			<u><u>\$513,039.31</u></u>

SYS DATE:08/01/24

CITY OF WATERLOO  
INVOICE HISTORY REPORT  
Wednesday July 31, 2024

SYS TIME:09:54  
[NHR4]  
PAGE 1

DATE: 07/31/24

G/L NUMBER	DATE	G/L DESC. CHECK #	VENDOR NAME	INVOICE #	REFERENCE	TRANS AMT
01-12-5310			Professional Services			
	07/31/24	57145	MMM CONSULTING GROUP, INC.	320703	ACTUARIAL REPORT	2,700.00
	07/31/24	57185	VERVOCITY INTERACTIVE	29873943	WEBSITE FEES	159.00
					** TOTAL **	\$2,859.00
01-13-5310			Professional Services			
	07/31/24	19881	U.S. TREASURY	07-24-19881	PCORI FEES	212.52
					** TOTAL **	\$212.52
01-16-5310			Professional Services			
	07/31/24	57059	APEXNETWORK PHYSICAL THERAPY	2414	ROBERTA ROHWEDDER	165.00
	07/31/24	57110	HENRY, MEISENHEIMER & GENDE, INC.	6592.046-106	REMINGTON RIDGE	1,680.00
	07/31/24	57175	TOTAL ACCESS URGENT CARE	27709	ROWHEDDER	80.00
					** TOTAL **	\$1,925.00
01-18-5310			Professional Services			
	07/31/24	57056	AMERICAN LEGAL PUBLISHING CORPORATION	35559	JULY 2024 S-11 ED	66.00
					** TOTAL **	\$66.00
01-18-5330			Legal			
	07/31/24	57162	ST CLAIR, GILBRETH & STEPPIG LLC	9570	JULY ATTORNEY FEE	6,086.50
					** TOTAL **	\$6,086.50
51-48-5310			Professional Services			
	07/31/24	57052	ALBERS WATER SERVICES, LLC	7_2024	JULY SERVICES	1,500.00
					** TOTAL **	\$1,500.00
52-11-5310			Professional Services			
	07/31/24	57110	HENRY, MEISENHEIMER & GENDE, INC.	WLO000-125	WTR/WSTWATER SVCS	1,899.41
	07/31/24	57171	TEKLAB, INC	310667	TESTING	1,340.00
	07/31/24	57173	TESTING ANALYSIS CONTROL	12586	JUNE SERVICES	864.00
	07/31/24	57186	VIPOWER SERVICES	1583	SEWER SERVICES	3,521.43
	07/31/24	57186	VIPOWER SERVICES	1658	SEWER SERVICES	19,365.31
					** TOTAL **	\$26,990.15
53-11-5310			Professional Services			

DATE: 07/31/24

G/L NUMBER	DATE	G/L DESC. CHECK #	VENDOR NAME	INVOICE #	REFERENCE	TRANS AMT
	07/31/24	57062	BARNES, HENRY, MEISENHEIMER & GENDE, IN.	E03368-120	EPA/ANNUAL REPORT	260.24
					** TOTAL **	\$260.24
53-47-5310			Professional Services			
	07/31/24	57081	CULLIGAN/SCHAEFER WATER CENTERS	457X13724801	CARBON/CULLAR 10"	316.15
	07/31/24	57081	CULLIGAN/SCHAEFER WATER CENTERS	457Z13724900	MIXED BED/CHEMICA	228.75
	07/31/24	57081	CULLIGAN/SCHAEFER WATER CENTERS	457Z13725006	SEDIMENT FILTERS	35.10
					** TOTAL **	\$580.00
53-48-5310			Professional Services			
	07/31/24	57063	BELLEVILLE FENCE COMPANY	17200	GARDNER FENCE	2,570.00
	07/31/24	57094	ELECTRICO, INC.	845-1328	TRAF SIGNAL-HH/CO	150.00
	07/31/24	19900	MERTZ, GREGORY	07-24-19900	CDL LICENSE	30.00
	07/31/24	57182	UTILITRA	130672	POLE INSPECTIONS	4,627.95
	07/31/24	57182	UTILITRA	130712	POLE INSPECTIONS	1,141.97
	07/31/24	57182	UTILITRA	130806	POLE INSPECTIONS	5,843.01
					** TOTAL **	\$14,362.93
54-11-5310			Professional Services			
	07/31/24	57183	UTILITY SAFETY & DESIGN	IN20242926	RETAINER	225.00
	07/31/24	57183	UTILITY SAFETY & DESIGN	IN20243403	RETAINER	225.00
					** TOTAL **	\$450.00
					** GRAND TOTAL **	\$55,292.34



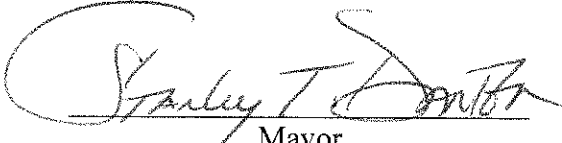
**AGENDA REQUEST**

(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:  
August 5, 2024  
(Date)
- 2. Description of matter to be placed on agenda:  
Consideration and Action on Annual Membership Dues (Ruby Level) of \$2,500.00  
with Discover Downstate Illinois Tourism Bureau to be paid out of the  
Hotel/Motel Tax Fund.
- 3. Relief or action to be requested:  
Approval.
- 4. Submittal date: July 25, 2024  
  
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

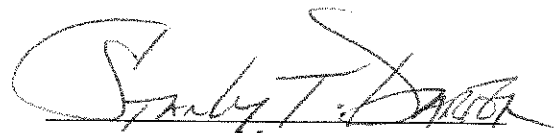
**AGENDA REQUEST**

(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:  
August 5, 2024  
(Date)
2. Description of matter to be placed on agenda:  
Consideration and action on the annual renewal of the CBIZ ACA Checkpoint  
for \$2,930. See attached summary.
3. Relief or action to be requested:  
Approval
4. Submittal date: 7/19/2024  
  
Submitted by:  
Sarah Craig, Human Resource 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



Dear CBIZ ACA CheckPoint Clients,

As we look back at almost 10 years of employer ACA reporting, we have learned so much! Who knew that ACA reporting would continue to be a major point of stress and endless person-hours spent completing forms for HR departments throughout the nation? We are so pleased and thankful for your business and your faith in our expertise over those years and, hopefully, for years to come.

As we move into the 10<sup>th</sup> year of reporting, we want to share our pricing for the 2024 Reporting Year. In an effort to acknowledge small businesses that struggle with added expenses, our pricing for Applicable Large Employers who issue less than 250 W-2s annually will not change for the 2024 Reporting Year. Employers who issued less than 250 W-2s in 2023, the annual fee will remain unchanged at \$2,930.

Employers issuing from 250 to 1000 W-2s in 2023 will have a 5% increase in the annual fee for 2024 Reporting Year at \$4,720.

Employers issuing 1001+ W-2s in 2023 will have a 5% increase in the annual fee for 2024 Reporting Year at \$7,670.

Below is a grid of pricing for the 2024 Reporting Year:

W-2s Issued Previous Year	Annual Fee	Additional Fees
0-249	\$2,930	Electronic Filing - Included
250-1000	\$4,720	Additional EINs - \$750
1001 and Up	\$7,670	Print to Mail Fulfillment - \$3.50 per 1095-C

Fees for additional entities will remain unchanged at \$750 per each additional entity. Fees for print to mail fulfillment will remain unchanged at \$3.50 per 1095-C issued, and \$2.75 for those sent to current employees through electronic delivery via the Opt-in service through the ACA dashboard. E-filing for individual states, (except for Massachusetts) will continue to be provided at no additional cost.

We are proud of the services we have provided now for almost 10 years, and look forward to providing the same outstanding service, expertise, and quality outcomes for our clients for years to come. Thank you again for putting your trust in CBIZ. We will once again accept renewals beginning July 1, 2024, for 2024 Reporting Year services, although your renewal can be made throughout July to September. Below are the links to renew or not renew your 2024 reporting year CBIZ ACA CheckPoint Services.

I want to renew CBIZ ACA CheckPoint Services for 2024 Reporting Year:

<https://form.jotform.com/241625633535961>

I **DON'T** want to renew CBIZ ACA CheckPoint Services for 2024 Reporting Year:

<https://form.jotform.com/231235344160950>

Warm regards,

Lori, Danielle and Will

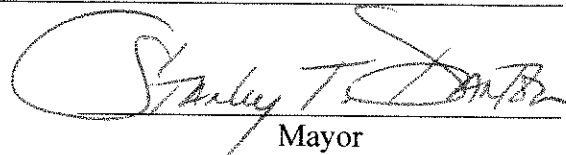
AGENDA REQUEST

(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:  
August 05, 2024  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Approval of Annual MEGSI Membership Fee in the  
Amount of \$11,013.00.
  
  
  
  
  
  
  
  
  
3. Relief or action to be requested:  
Approval.
  
  
  
4. Submittal date: 08-22-24  
  
Submitted by:  
Chief of Police, Dane Luke

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



**Metropolitan  
Enforcement  
Group of  
Southwestern  
Illinois**

11,013 population

Robert Patterson  
Director

---

PO Box 23110 · Belleville, Illinois 62223 · (618) 489-1161

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June 1, 2024

**INVOICE**

Chief Jeff Prosis  
Waterloo Police Department  
301 S. Main  
Waterloo, IL 62298

Dear Chief Prosis:

July 1, 2024 is the start of our new fiscal year. Participating Departments' membership fees are due at this time. According to the By-Laws of MEGSI, to qualify as a voting member of the MEGSI Policy Board, the participating member with a population over 15,000 residents must contribute sworn personnel and said personnel must be assigned full-time to MEGSI. Members with a population with less than 15,000 residents must contribute either sworn personnel with said personnel being assigned full-time to MEGSI or must contribute one (1) dollar per capita with a minimum of \$2500 membership.

\$11,013.00

Please compute your population and remit the amount due. Thank you.

Due upon Receipt.

Remit to:  
MEGSI  
Attn: Janice Reichmuth

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:  
August 05, 2024  
(Date)

2. Description of matter to be placed on agenda:  
Consideration and Action on Approval of Vandevanter Engineering, with the Low Proposal of \$30,100.00, for repair of the Elsie Kolmer Station Vault Valve.

Vandevanter Engineering - \$30,100.00  
Hank's Excavating - \$45,495.00

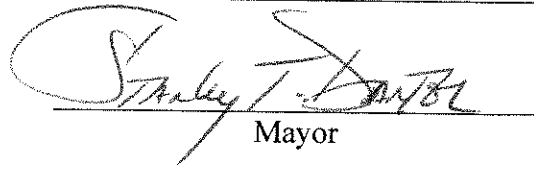
3. Relief or action to be requested:  
Approval.

4. Submittal date: 08-29-24

Submitted by:  
Tim Birk, Director of Public Works

DISPOSITION

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

  
\_\_\_\_\_  
Mayor



**Proposal No. OP-600539**

**July 15, 2024**

Mr. Jim Straub  
WWTP Superintendent  
City of Waterloo  
104 West 4<sup>th</sup> Street  
Waterloo, Illinois 62298

**RE: Elsie Kolmer Station - Valve Vault Replacement**

Dear Jim;

Per our previous discussion we met on site to discuss the issues with the valve vault for the Elsie Kolmer Station. Per your request, Vandevanter Engineering is pleased to provide the following proposal to replace the systems in the valve vault. Our proposal is as follows and includes freight, delivery and installation.

Vandevanter Engineering will remove and dispose existing system then provide material with installation of the new product at the ELSIE KOLMER valve vault for the CITY OF WATERLOO, ILLINOIS:

- Two (2) Pratt Series 8001 Flanged OL&W Check Valve, 6-Inch Diameter, Including Standard Mechanical Joint Gasket Set
- Three (3) Pratt Series 601 Flanged Plug Valve, 6-Inch Diameter, Including Standard Mechanical Joint Gasket Set
- Two (2) Ductile Iron Pipe, Flange x Plain End, 6-Inch Diameter, 4-Feet Log
- Four (4) Ductile Iron Uni-Flange, 6-Inch Diameter
- Two (2) Ductile Iron Pipe Flange Pipefitting: Tee, 6-Inch Diameter
- One (1) Ductile Iron Pipe Flange Pipefitting: 90°, 6-Inch Diameter
- One (1) Ductile Iron Pipe Flange Pipefitting: Flange Reducer 6-Inch to 4-Inch
- One (1) Cam and Groove Adapter, 4 in, Adapter x Class 150 Flange, Aluminum
- One (1) Cam Lock Cap, 4 in, Adapter, Aluminum
- Sixteen (16) Hardware Nut & Bolt Sets, 6-Inch
- Sixteen (16) Gaskets Sets, 6-Inch (1/8<sup>th</sup> Thick)



If, after reviewing the above proposal, you have any further questions or comments regarding this proposal, please feel free to contact me on my Cell Phone at (314) 550-1226 or by email at **dpagano@vandevanter.com**. If the proposal meets with your approval, please sign, date and mail or fax a copy back to our office and we will order all the repair materials and schedule the delivery and installation.

Thank you for the opportunity to furnish this proposal to the CITY OF WATERLOO, ILLINOIS. If I can be of further assistance to you on this or future projects, please let me know.

Sincerely,  
VANDEVANTER ENGINEERING CO.

*Daniel L. Pagano*

Daniel L. Pagano  
Illinois Aftermarket Sales & Service Representative

ACCEPTED THIS DATE:

BY:

COMPANY:

TITLE:





## STANDARD TERMS AND CONDITIONS

Price is FOB factory. Price does not include any freight charges. Price does not include any applicable duties or sales tax, use tax, excise tax, value-added or other similar taxes that may apply to this equipment and/or project. Unless specifically stated, price does not include manual or automatic controls, starters, protective or signal devices, wiring, anchor bolts, gauges, vibration isolation devices, installation, startup or testing.

If the price is included in a proposal, the price is firm for receipt of an order within 30 days of the date shown on the proposal. Any additional terms and conditions included in the proposal are specifically included in these terms and conditions.

Payment is due upon receipt of the invoice. An interest charge of 1-1/2% per month will be added to past due balances. Retainage of any invoiced amount is unacceptable unless specifically agreed to by Company at the time of order, and shall in no case exceed a period of 120 days. If payments are not timely received by Company, and this account is turned over to an attorney for collections, Customer agrees to pay all reasonable costs and attorney fees incurred in collection of the past due amounts.

Payment of "commercial transaction" invoices by credit card will be charged a fee based upon Cogent's average discount rate for credit card transactions for the prior calendar year. This fee will change annually and is currently 2.55%.

All equipment either rented from or through Company is subject to all of the terms and conditions listed on the back of the rental contract. Pricing does not include any overtime running of power equipment.

In no event shall Company's obligations and liabilities under this Agreement include any direct, indirect, punitive, special, incidental or consequential damages or losses that Customer may suffer or incur in connection with this sale, service or rental, including, but not limited to, loss of revenue or profits, damages or losses as a result of Customer's inability to operate, perform its obligations to third persons or injuries to goodwill; nor shall Company's liability extend to damages or losses Customer may suffer or incur as a result of such claims, suits or other proceedings made or instituted against Customer by third parties. Customer releases, discharges and discharges Company from any and all liability or damages which might be caused by failure to deliver any equipment within the agreed time by Company.

Customer shall be responsible for determining the good operating condition of all materials and equipment prior to accepting the materials and equipment. NO WARRANTY OR GUARANTEE, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY AS TO MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE IS MADE UNLESS THE SAME IS SPECIFICALLY SET FORTH IN WRITING AND ACCEPTED IN WRITING BY COMPANY, BUT IN SUCH CASE THE WARRANTY OR GUARANTEE IS LIMITED AS ABOVE PROVIDED. Notwithstanding the foregoing, Company will pass through to the Customer any warranty provided by the manufacturer of any equipment supplied by Company.

Customer covenants and agrees to defend, indemnify and hold Company harmless from any claims, damages or liability arising out of the use, maintenance or delivery of the equipment or materials purchased or rented hereunder. Customer shall further defend, indemnify and hold Company harmless from any and all damages to third persons or to property caused by Customer's use or possession of the equipment or materials, to the fullest extent allowable by law.

In connection with a proposal, if Customer has any further questions or comments regarding the proposal, please feel free to contact Company. If the proposal meets with Customer's approval, please sign, date and mail or fax a copy of the proposal back to Company's office, and the identified equipment will be ordered and/or scheduled for delivery.

This agreement shall be governed by the laws of the state where the Company's branch office is located from which the equipment is rented or purchased. Customer further agrees that venue and jurisdiction shall be appropriate in the county in which Company's branch office is located from which the equipment was rented or purchased. Any provisions hereof which may prove unenforceable under any law shall not affect the validity of any other provision hereof.

Revised February 2019

# Proposal

*"Our Goal Is To Be The Best In QUALITY, SAFETY & SERVICE."*

5825 W. STATE RTE. 161  
BELLEVILLE, IL 62223



PHONE (618) 398-5556  
FAX (618) 398-2729  
www.hanksel.com

PROPOSAL SUBMITTED TO "Owner"		"Contractor"	
City of Waterloo	PHONE (618) 939-8600	CELL 618-340-6420	DATE 6/27/2024
STREET 1001 Sherwood Lane	JOB NAME Remove & Replace Valves		
CITY, STATE AND ZIP CODE Waterloo, IL 62298	JOB LOCATION Elsie Kolmer Lift Station		
ATTENTION Jim Straub	E-MAIL jstraub@waterloo.il.us	PROPOSAL PREPARED BY KB / SM	

THIS PROPOSAL INCLUDES...

**Remove and Replace Valves at the Elsie Kolmer Lift Station**

- All Bypass Pumping by the City of Waterloo
- Furnish and Install New Bypass Valve Assembly in a New Precast Concrete Manhole with 2' x 2' Access Hatch
- Remove and Replace Valve Assembly in Existing Valve Vault
- Restoral as Required by Our Work

**TOTAL COST: LABOR, EQUIPMENT AND MATERIAL..... \$45,495.00**

The Owner shall hold harmless the Contractor and its employees, agents and subcontractors from and against all claims, damages, loss or expenses arising out of or resulting from any incident or occurrence that is not under the direct control, supervision, care or custody of the Contractor. The Owner agrees to pay attorney fees of Contractor if Owner fails to timely pay any amounts due under this proposal.

Contractor proposes hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:  
*Forty Five Thousand Four Hundred Ninety Five and ---00/100* dollars ( \$45,495.00 ).

Payment to be made as follows:

**TERMS: NET 30 DAYS, INTEREST AT 1 1/2% PER MONTH ACCRUES ON UNPAID BALANCE AFTER FIRST 30 DAYS.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration of 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. Contractor's performance contingent upon strikes, accidents or delays beyond our control. Owner to carry general liability, fire, tornado and other necessary insurance. Contractor's workers are fully covered by Workmen's Compensation Insurance. Additional Insured and Waiver of Subrogation available upon written request.

Authorized Signature

*Henry H. Rohwedder, President*

Note: This proposal may be withdrawn by us if not accepted within 30 days.

**Acceptance of Proposal:** The above prices, specifications, terms, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Print Name: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

Signature: \_\_\_\_\_

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:  
August 05, 2024  
(Date)

2. Description of matter to be placed on agenda:  
Consideration and Action on Purchase of a 2024 Ford F-250 XL from Sunset Ford in  
the Amount of \$54,771.03 for the Deputy Director of Public Works.

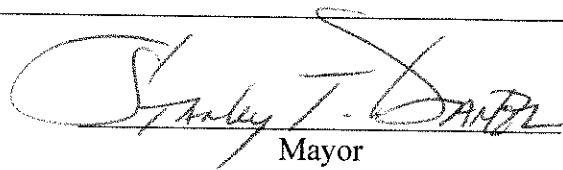
3. Relief or action to be requested:  
Approval.

4. Submittal date: 08-29-24

Submitted by:  
Tim Birk, Director of Public Works

DISPOSITION

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

  
Mayor



Sunset Ford of Waterloo  
 1425 IL-3  
 Waterloo  
 IL 62298  
<http://www.sunsetfordwaterloo.com>

Deal # 22352    Customer # 145248    John Ries  
 Contact Sales: (618) 221-1996    JR  
 stjbdca@sunsetford.com

**CITY OF WATERLOO**

+1-(618) 939 - 3377 | [emaurer@waterloo.il.us](mailto:emaurer@waterloo.il.us)

**2024 Ford F-250**

XL

VIN : **1FT7W2BA2RED04042** | Stock # : 13544

Mileage : 14 mi

Color : OXFORD WHT

**Payment Detail**

MSRP	\$57,040.00
Discount	\$2,800.00
<b>Selling Price</b>	<b>\$54,240.00</b>
DMV/Registration	\$173.00
Documentation Fees	\$356.03
Amount <b>Financed</b>	<b>\$54,771.03</b>

**Cash**

**\$0.00**  
 Customer Cash    **\$54,771.03**

X

Customer Signature & Date

X

Kyle Brewer | Manager Signature & Date

Payments offered are subject to final credit approval from the lending institution. This vehicle is being sold AS IS, NO WARRANTY, if applicable. Price, PMSD, Taxes, DMV & Registration fees are estimates; customer is responsible for any shortage. See dealer for complete details.

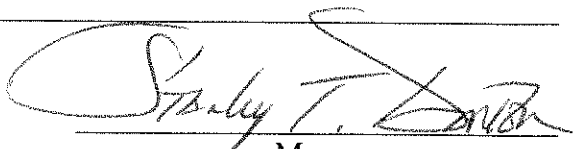
AGENDA REQUEST

(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:  
August 05, 2024  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Approval of Ditch Witch as Low Bidder in the Amount of  
\$21,140.00 for a 2024 Pole Trailer as bid on July 31, 2024 at 1:00 p.m.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_
  
4. Submittal date: 07-31-24  
  
Submitted by:  
Tim Birk, Director of Public Works  
\_\_\_\_\_  
\_\_\_\_\_

DISPOSITION

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

  
\_\_\_\_\_  
Mayor

BID SHEET

Vehicle: One (1) 2024 Pole Trailer

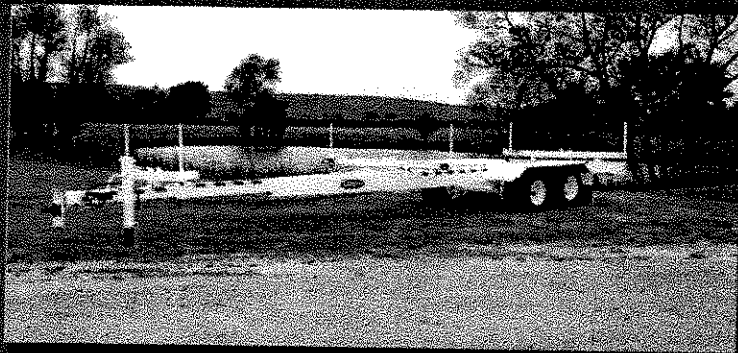
Date: 7/25/2024

Bid of DITCH WITHH WDRY,  
(hereinafter called "Bidder",) a corporation organized and existing under the  
laws of the State of ILLINOIS, a partnership consisting of  
\_\_\_\_\_, an individual trading as  
\_\_\_\_\_.

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
1)	One (1) 2024 Pole Trailer	\$ <u>21,140.00</u>
	TOTAL BID	\$ <u>21,140.00</u> <u>FREIGHT INCLUDED!</u>

The above number included F.O.B., Waterloo, Illinois.

Time of Delivery: 4-6 WKS (142) calendar days.



# LPT 3547

## SPECIFICATIONS

### DESCRIPTION

**MODEL - LPT 3547**

GVWR - 20,000 lbs.

Length Retracted - approx. 35 ft.

Length Extended - approx. 47 ft.

Over All Width - 102 in.

Empty Weight - 4,720 lbs.

### RUNNING GEAR

Axle - 10,000 lbs.

Brakes - Electric

Dual Tires - 8) ST235/80R16 Load Range (E) 80 psi

Wheels - 16" Silver Mod Dual Wheels

Suspension - Slipper leaf spring

### FRAME

Main Frame - 10 in. Channel

Tongue - 6" Square Tube

Tongue Support - 7" Channel

Bumper - 4 x 10 in. Rectangular tube

Fenders - 10 GA. Formed

Braces - 1 1/2 in. Square tube

### ELECTRICAL

Plug - 6 Pole Molded Plug

Wiring - Enclosed in conduit w/ junction boxes  
- connections soldered & shrink wrapped

Lights - Standard LED package

### SAFETY

Chains - Rated to match

Break Away - Engager System

Decals - Warning decals & reflective tape

### ACCESSORIES

Single Jack - 12K Spring loaded drop leg

Light Bar - Aluminum with extension

Wheel Chocks - Rubber

### FINISH

PPG Paint - Industrial urethane- White

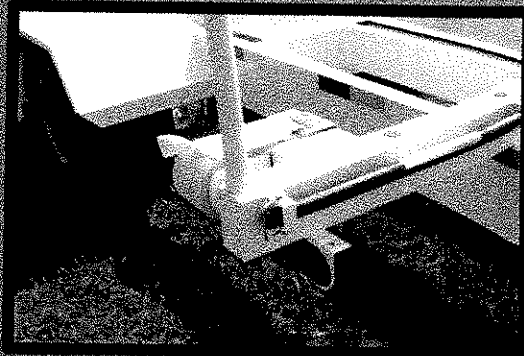
### BOLSTERS

Material - 3 x 5 in. Rectangular tubes

Front Bolster - 72" Wide

Stakes - 1 1/2 in. Cold Rolled Round

Tiedowns - 4 in. x 27 ft. tie down straps



UP TO 10% STEEL SURCHARGE MAY BE APPLIED

Name: Ditch Witch Worx - Collinsville Illinois

Contact: Larry Vogel - Territory Manager

Date and Signature: July 23rd, 2024

**PRICE**

**\$20,540.00 + Freight**

SHIPPING NOT INCLUDED. QUOTE EXPIRES IN 7 DAYS

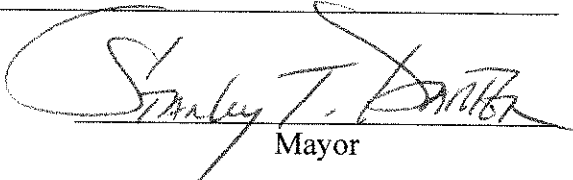
AGENDA REQUEST

(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:  
August 05, 2024  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Asphaltng Proposal in the amount of \$17,655.00 from Moore Asphalt Inc. for the Waterloo Police Department Parking Lot and Alley Entrance.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_
  
4. Submittal date: 08-02-24  
  
Submitted by:  
Tim Birk, Director of Public Works  
\_\_\_\_\_  
\_\_\_\_\_

DISPOSITION

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

  
\_\_\_\_\_  
Mayor



**MOORE ASPHALT INC.**

1 Commercial Street  
 Millstadt, IL 62260  
 (618)476-1584

**PROPOSAL**

DATE	PROPOSAL NO.
8/1/2024	3485

NAME / ADDRESS
City of Waterloo 100 West Fourth Street Waterloo, IL 62298 tbirk@waterloo.il.us Tim Birk

P.O. NO.

DESCRIPTION	TOTAL
Parking Lot Behind Police Station - Mill down alley from road to the end of new parking lot. Put 3 inches of asphalt down on alley and new parking area roll and tamp until sets up.	17,655.00
All materials 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.	
Signature: _____	
ACCEPTANCE OF PROPOSAL: 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.	
Date of Acceptance: _____	
Signature: _____	
PAYMENT DUE UPON COMPLETION OF JOB.	
<b>TOTAL</b>	<b>\$17,655.00</b>

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:  
August 05, 2024  
(Date)

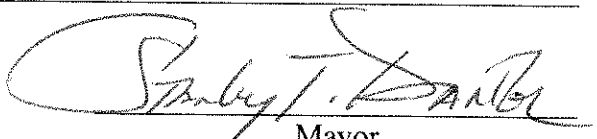
2. Description of matter to be placed on agenda:  
Consideration and Action on Fee Waiver Request in the amount of \$630.20 from HSS for their Interior Remodel Project.

3. Relief or action to be requested:  
Approval.

4. Submittal date: 07-30-24  
Submitted by:  
Roberta Rohwedder, Building Official

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. PAPPENBERG, Treasurer



Roberta Rohwedder  
Building Official

100 West Fourth Street  
Waterloo, Illinois 62298  
(618) 939-8730

## Memorandum

To: Mayor Darter & City Council  
From: Roberta Rohwedder  
Date: 7/30/2024  
Re: Human Support Services

---

President & CEO Anne Riley is requesting the building permit and inspection fees to be waived at Human Support Services. HSS has submitted architectural plans for an interior remodel in the reception area, bathrooms and foyer areas.

The purposed waived fees would be:

Building Permit Fee:	\$430.20
<u>Building Inspection Fee:</u>	<u>\$200.00</u>
<b>Total:</b>	<b>\$630.20</b>

Respectfully,

Roberta Rohwedder  
Building Official

Human Support Services  
988 North Illinois Route 3  
P.O. Box 146  
Waterloo, IL 62298-0146  
Phone: (618) 939-4444



Fax: (618) 939-4181  
TDD: (618) 939-2043  
email: [hss@hss1.org](mailto:hss@hss1.org)  
[www.hss1.org](http://www.hss1.org)

July 31, 2024

City of Waterloo  
100 West 4<sup>th</sup> Street  
Waterloo, IL 62298

To Whom It May Concern,

Human Support Services is now beginning phase II of our renovation project with this phase focused on our lobby and public restrooms. As a nonprofit organization serving the city of Waterloo, we would like to request that the building permit fee and any associated inspection fees for this project be waived. We appreciate your consideration in this matter.

Sincerely,

A handwritten signature in cursive script that reads 'Anne Riley'.

Anne Riley, MSW, LCSW  
President & CEO





**FEE SCHEDULE  
CITY OF WATERLOO**

BUILDING PERMIT # 24-129-C APPLICANT Middendorf & Reuss Construction  
 ACCOUNT #(S) \_\_\_\_\_ ADDRESS 502 South Richland Street  
 \_\_\_\_\_ Freeburg, IL 62243  
 \_\_\_\_\_ DATE 7/30/2024  
 PROJECT Interior Remodel METER SERIAL NUMBER(S) \_\_\_\_\_  
 LOT # \_\_\_\_\_ Electric \_\_\_\_\_  
 SUBDIVISION \_\_\_\_\_  
 CONNECTION ADDRESS \_\_\_\_\_ Gas \_\_\_\_\_  
988 North Illinois Route 3

**UTILITY CONNECTION, BUILDING INSPECTION AND BUILDING PERMIT FEES**

SEWER CONNECTION ..... \$ \_\_\_\_\_  
 WATER TAP-IN ..... \$ \_\_\_\_\_  
 SITE REVIEW (12-1-1(L)) ..... \$ \_\_\_\_\_  
 ELECTRIC INFRASTRUCTURE CONNECTION ..... \$ \_\_\_\_\_  
 ELECTRIC SERVICE CONNECTION ..... \$ \_\_\_\_\_  
 ELECTRIC TAX @ 5% ..... \$ \_\_\_\_\_  
 GAS INFRASTRUCTURE CONNECTION ..... \$ \_\_\_\_\_  
 GAS CONNECTION ..... \$ \_\_\_\_\_  
 GAS TAX @ 5% ..... \$ \_\_\_\_\_  
 TOTAL UTILITY CONNECTION FEE ..... \$ \_\_\_\_\_  
 SQUARE FEET IMPROVEMENT: 1,434 sq ft. BUILDING PERMIT FEE ..... **\$ 430.20**  
 BUILDING INSPECTION FEE ..... **\$ 200.00**  
 PLUMBING INSPECTION FEE ..... \_\_\_\_\_

**GRAND TOTAL \$ 630.20**

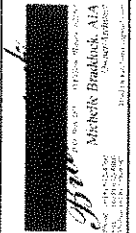
COPIED FOR:	
_____ Applicant	_____ File
_____ Business Office	_____ Front Desk
_____ Electric Dept.	_____ Gas Dept.
_____ City Inspector	_____ Plumbing Inspector
_____ Assessor	_____ Electric Inspector

# BUILDING REMODEL- PHASE 1 FOR: HUMAN SUPPORT SERVICES

<p>1.00 GENERAL NOTES</p> <p>1.01 SEE ALL NOTES ON ALL SHEETS</p> <p>1.02 ALL WORK SHALL BE IN ACCORDANCE WITH THE 2009 IBC AND ALL APPLICABLE CODES AND REGULATIONS.</p> <p>1.03 ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE APPROVED BY THE ARCHITECT.</p> <p>1.04 ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.</p> <p>1.05 ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED BUDGET.</p> <p>1.06 ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED QUALITY STANDARDS.</p> <p>1.07 ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED SAFETY STANDARDS.</p> <p>1.08 ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED ENVIRONMENTAL STANDARDS.</p> <p>1.09 ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED ACCESSIBILITY STANDARDS.</p> <p>1.10 ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED ENERGY EFFICIENCY STANDARDS.</p> <p>1.11 ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED SUSTAINABILITY STANDARDS.</p> <p>1.12 ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED WELLNESS STANDARDS.</p> <p>1.13 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<p>2.05 ALL EXISTING CONDITIONS SHALL BE RECONSTRUCTED AS NECESSARY.</p> <p>2.06 ALL EXISTING CONDITIONS SHALL BE RESTORED AS NECESSARY.</p> <p>2.07 ALL EXISTING CONDITIONS SHALL BE MAINTAINED AS NECESSARY.</p> <p>2.08 ALL EXISTING CONDITIONS SHALL BE PROTECTED AS NECESSARY.</p> <p>2.09 ALL EXISTING CONDITIONS SHALL BE MONITORED AS NECESSARY.</p> <p>2.10 ALL EXISTING CONDITIONS SHALL BE DOCUMENTED AS NECESSARY.</p> <p>2.11 ALL EXISTING CONDITIONS SHALL BE RECORDED AS NECESSARY.</p> <p>2.12 ALL EXISTING CONDITIONS SHALL BE PRESERVED AS NECESSARY.</p> <p>2.13 ALL EXISTING CONDITIONS SHALL BE REPAIRED AS NECESSARY.</p> <p>2.14 ALL EXISTING CONDITIONS SHALL BE DEMOLISHED AS NECESSARY.</p> <p>2.15 ALL EXISTING CONDITIONS SHALL BE RELOCATED AS NECESSARY.</p> <p>2.16 ALL EXISTING CONDITIONS SHALL BE RECONSTRUCTED AS NECESSARY.</p> <p>2.17 ALL EXISTING CONDITIONS SHALL BE RESTORED AS NECESSARY.</p> <p>2.18 ALL EXISTING CONDITIONS SHALL BE MAINTAINED AS NECESSARY.</p> <p>2.19 ALL EXISTING 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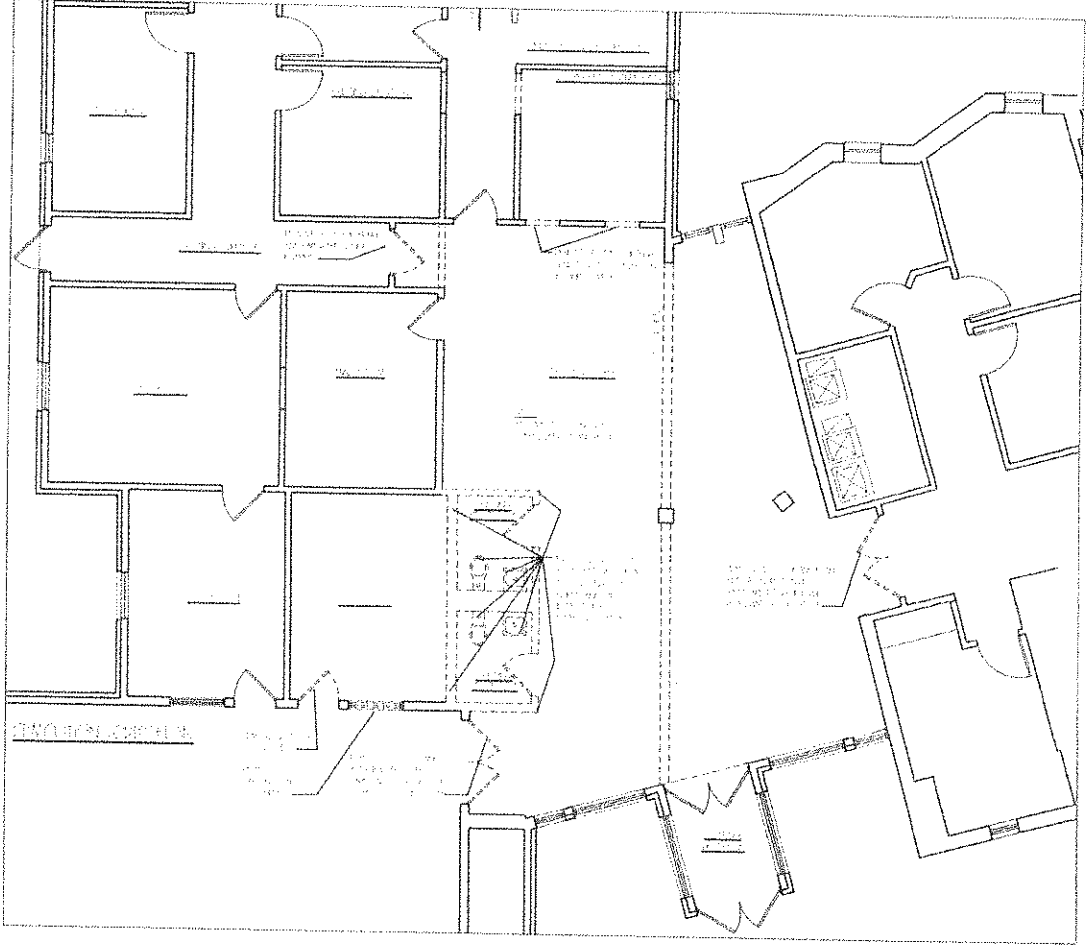
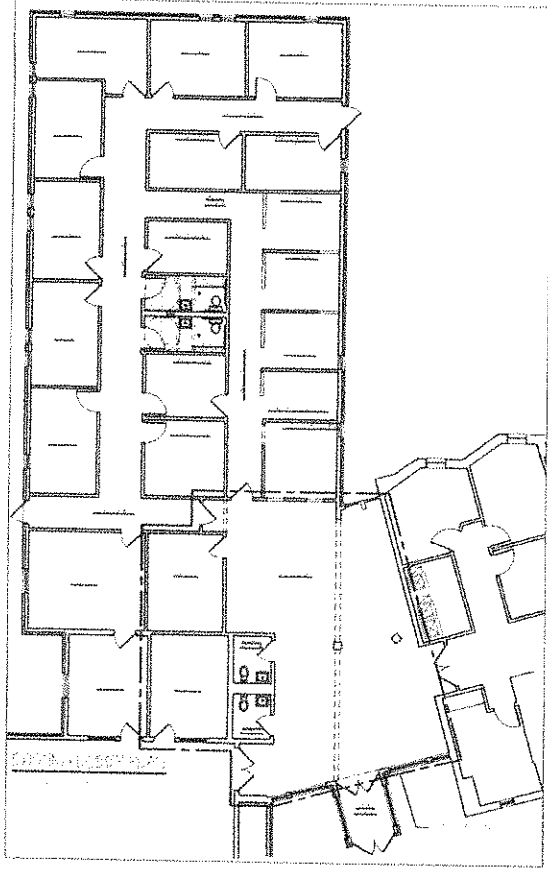


PROJECT:  
**HUMAN SUPPORT SERVICES**  
988 NORTH ILLINOIS ROUTE 3  
WATERLOO, ILLINOIS

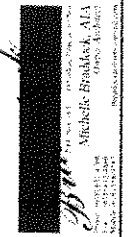


JOB NUMBER: 00024  
DATE: JUNE 25, 2009  
DRAWN BY: M.L.B.  
REVISIONS:  
PROFESSIONAL DESIGNER  
ILL. LICENSE # 154 99880  
SHEET

**G1**



PROJECT:  
**HUMAN SUPPORT SERVICES**  
 WATERLOO, ILLINOIS  
 988 NORTH ILLINOIS ROUTE 3  
 SHEET: EXISTING FLOOR PLAN AND DEMOLITION BLOCK PLAN

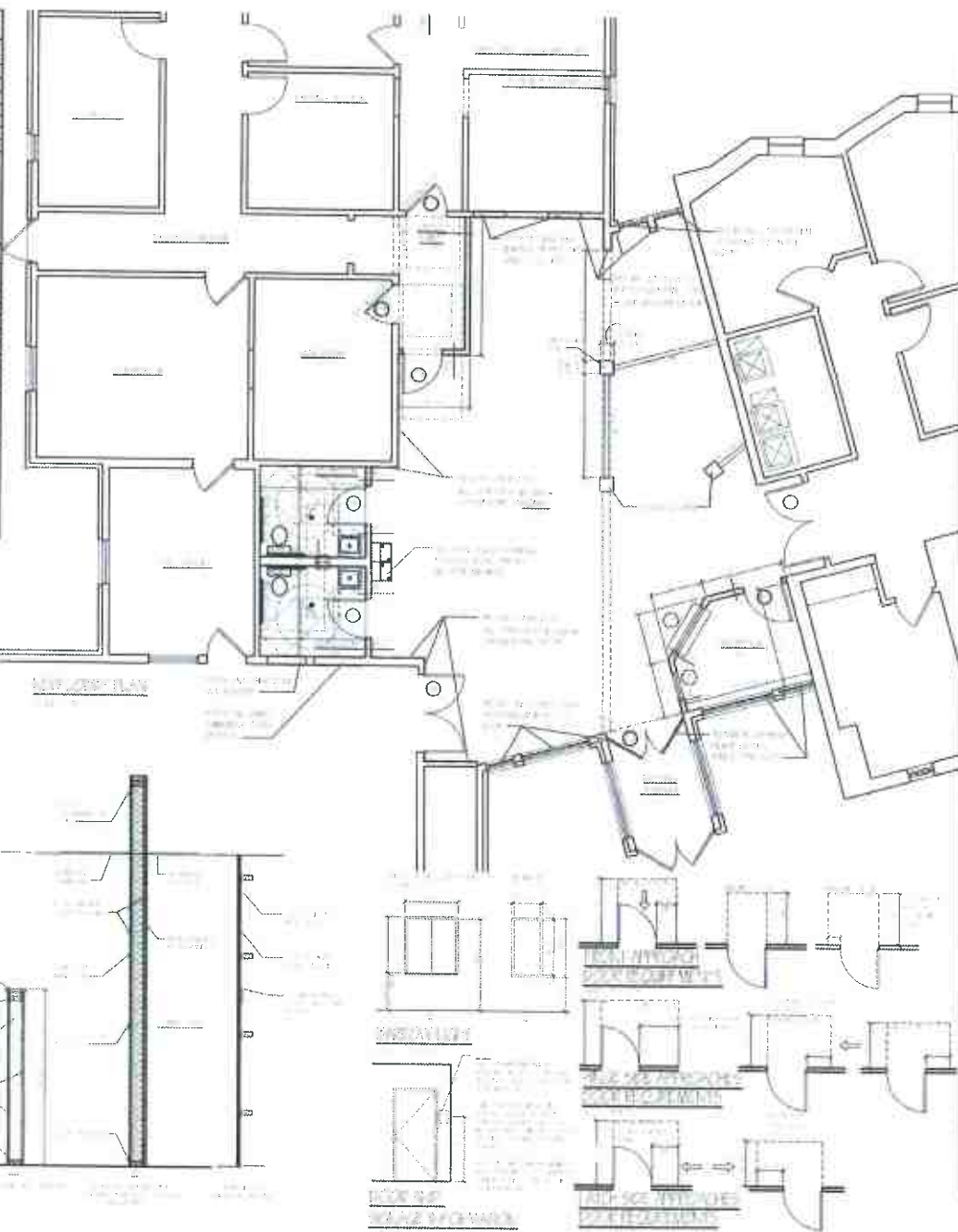
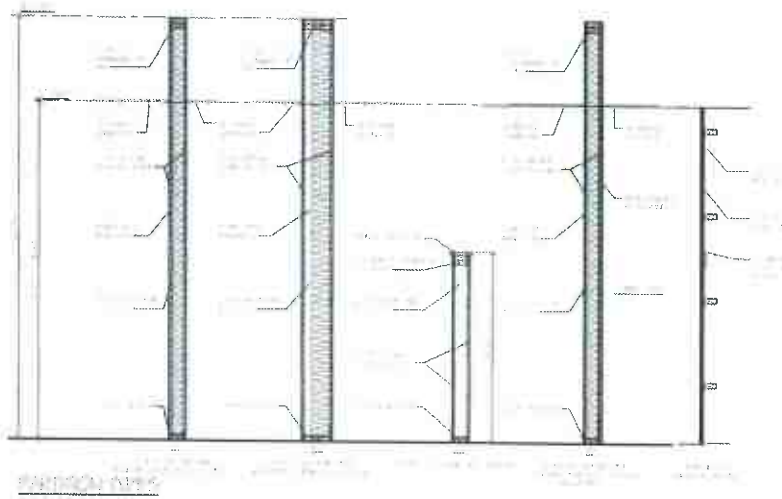
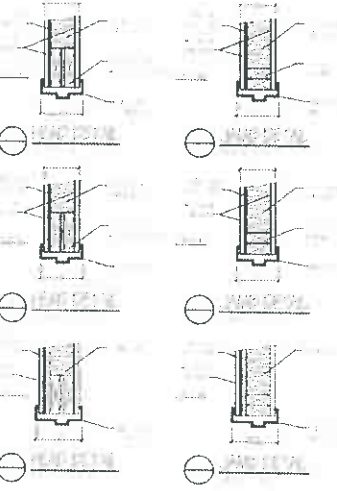
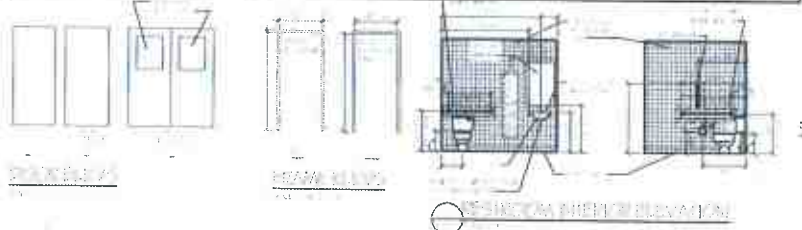


CR NUMBER: 00024  
 DATE: JUNE 25, 2024  
 DRAWN BY: MLEB  
 REVISIONS:  
 PROFESSIONAL DESIGN  
 PROFESSIONAL NO. 121212-00000  
 SHEET

**A1**

**ROOM FINISH SCHEDULE**

NO.	ROOM	FINISH	DESCRIPTION
1	101	1	...
2	102	2	...
3	103	3	...
4	104	4	...
5	105	5	...
6	106	6	...
7	107	7	...
8	108	8	...
9	109	9	...
10	110	10	...
11	111	11	...
12	112	12	...
13	113	13	...
14	114	14	...
15	115	15	...
16	116	16	...
17	117	17	...
18	118	18	...
19	119	19	...
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21	121	21	...
22	122	22	...
23	123	23	...
24	124	24	...
25	125	25	...
26	126	26	...
27	127	27	...
28	128	28	...
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94	194	94	...
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98	198	98	...
99	199	99	...
100	200	100	...



PROJECT  
**HUMAN SUPPORT SERVICES**  
 WATERLOO, ILLINOIS  
 986 NORTH ILLINOIS ROUTE 3  
 SHEET



DATE: JUNE 05, 2025  
 DRAWN BY: MLR  
 PROFESSIONAL DESIGN  
 SHEET

**A2**



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:  
August 05, 2024  
(Date)

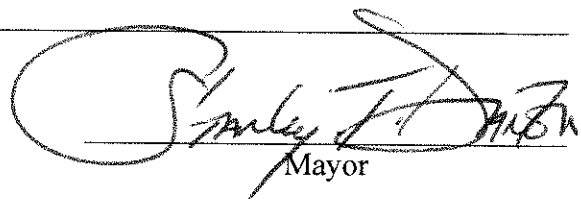
2. Description of matter to be placed on agenda:  
Consideration and Action on Purchase of Two Additional digiTicket Licenses and Hardware  
from digiTicket in the amount of \$4,528.00.

3. Relief or action to be requested:  
Approval.

4. Submittal date: 07-31-24  
Submitted by:  
Chief of Police, Dane Luke

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

May 1, 2024

Lisa Fallon  
Circuit Court Clerk  
Monroe County, IL

Chief Dane Luke  
Waterloo Police Dept.



**RE: digiTICKET™ CHANGE ORDER 20240501 (5)**

Dear Lisa / Dane,

This letter outlines the change order per your recent request to add two additional licenses and hardware units. If you are okay with these changes – please sign this document, scan it, and email it back at your earliest convenience. This executed document will amend your contract and future invoices accordingly.

***Proposed Changes:***

1. Add two (2) additional digiTICKET licenses
2. Add two Omnigo/iWin mobile interface licenses
3. Add two sets of hardware (see next page)

The printer in this quote is the Brother PocketJet8. It is the replacement for the PocketJet7 you currently have. You will not notice any physical difference other than it prints a bit bolder, much faster, and now has a preferable USB-C interface.

Please see a detailed list of additions and subtractions with associated cost and credits on next page. This quote (hardware) is good for the next 60 days.

We are glad the city is happy with digiTICKET, and we look forward to serving you in the future. Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Cory Box".

Cory Box  
National Sales Manager





## digiTICKET Pricing

Additional units require only software license fees, hardware and annual Support and Maintenance fees. No additional professional services are required.

The total cost for 2 additional digiTICKET units is as follows:

digiTICKET 2 unit addition proposal				
Software License Fees		Units	Fee	Total
digiTICKET Mobile Client License		2	\$ 650	\$ 1,300
Omnigo/iWIN Mobile Interface license		2	\$ 100	\$ 200
<b>Total Software License Fees</b>			<b>\$</b>	<b>1,500</b>
Hardware		Units	Cost	
DL scanners, printers, mounts, peripherals		1	\$ 3,028	\$ 3,028
<b>Total Purchase Price (year 1):</b>			<b>\$</b>	<b>4,528</b>
*See detailed hardware quote with line item descriptions on following pages.				
Recurring Annual Fees				
Component		Units	Fee	Totals
Annual Maintenance & Support Fee (begins in year 2)			20%	\$ 300

DETAILED HARDWARE QUOTE			
Item Name	Qty	Unit Price	Total
<b>Thermal Ticket Printers</b>			
<b>Brother PocketJet 8 Thermal Printer</b>			
PJ8 Thermal printer, 300dpi, printer only, requires power cable	2	\$ 460	\$ 920
2-Year Premier Service (Initial Service Plus 2 Additional Years)	2	\$ 100.58	\$ 201.16
USB Cable - 10ft length for PJ6 (Plus) and RJ4	2	\$ 15.53	\$ 31.06
Car Adapter - Wired - 14ft length for PJ6 (Plus), PJ7 and RJ4	2	\$ 24.98	\$ 49.96
CAB Solutions Universal Padded Headrest Mount	2	\$ 431	\$ 863
<b>Scanners</b>			
L-Tron 2D License scanner w/curled cord and magnetic mount kit	2	\$ 443.75	\$ 887.50
		S/H Costs:	\$ 75
		<b>Total Hardware:</b>	<b>\$ 3,028</b>



**Terms**

Total charges for this agreement are **\$4,528**

1. Upon execution of this document, Saltus will invoice for: \$4,528 which includes:
  - 100% of all software license fees: \$1,500
  - All hardware and paper (n/a) fees: \$3,028
2. Upon deployment of the solution, Saltus will invoice for the balance of all fees: \$0

Payments are due NET 15 upon receipt of invoice.

**Signatures:**

By signing and returning this document you are signifying the acceptance of the Change Order as described above. This agreement can only be modified when both parties agree in writing.

**Agreed to:**

**Waterloo Police Department**

By: X \_\_\_\_\_

Name: Dane Luke

Title: Chief of Police

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

**Agreed to:**

**Saltus Technologies, LLC,**

By: X \_\_\_\_\_

Name: Eric Fultz

Title: President & CEO

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

*The addition of these licenses increases the overall annual maintenance fees by \$300*

**Agreed to:**

**Monroe County Circuit Court**

By: X \_\_\_\_\_

Name: Lisa Fallon

Title: Circuit Court Clerk

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

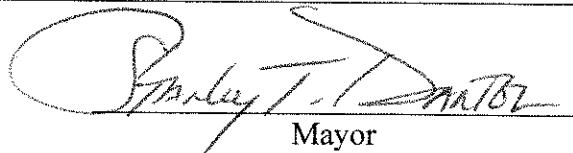
AGENDA REQUEST

(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:  
August 05, 2024  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on a Solicitation Request from the Waterloo Fire Department for their Annual Fill the Boot Campaign to be held on Saturday, August 17, 2024, 8:00 a.m. to 2:00 p.m., at the Intersections of Mill / Main and Hamacher / Rogers.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_
  
4. Submittal date: 08-01-24  
  
Submitted by:  
Joe Krump, Waterloo Fire Department  
\_\_\_\_\_  
\_\_\_\_\_

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



**HELP**  
**WATERLOO FIREFIGHTERS**  
**FILL THE BOOT**  
FIGHT MUSCLE DISEASE



Wednesday, July 31st, 2024

The Waterloo Fire Department is again planning our annual "Fill The Boot" campaign to collect donations from the community to benefit the Muscular Dystrophy Association.

On Saturday, August 17<sup>th</sup>, we will be carrying on the fight against more than 40 neuromuscular diseases that affect a million Americans every year.

As in years past, to collect funds for this very worthwhile cause, the Waterloo Fire Department will ask several local businesses for permission to post personnel in front of their establishments, as well as petitioning the City of Waterloo to allow us to collect at two key intersections within the city limits.

We are requesting the City of Waterloo allow us to collect donations at the four-way stop at Mill and Main Streets and the intersection of Hamacher and Rogers Streets, on Saturday from 8:00am-2:00pm.

We hope we can, as we have in previous years, count on the support of the Waterloo City Council.

On behalf of the Muscular Dystrophy Association, the Waterloo Fire Department thanks you for your help!

Sincerely,

Joe Krump

Waterloo Fire Dept. MDA "Fill The Boot" Chairman

**WATERLOO FIRE DEPARTMENT**

510 Illinois Avenue

Waterloo, Illinois 62298

618-939-8009

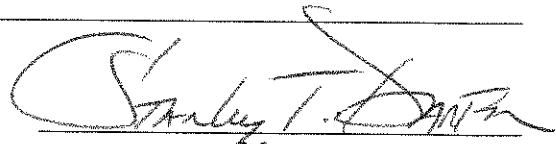
AGENDA REQUEST

(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:  
August 05, 2024  
(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 "Back To School In Style" Event at 111 N. Main Street, on Saturday, August 10, 2024, 9:00 a.m. to 3:00 p.m., including the closure of two front parking spots at that location.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_
  
4. Submittal date: 07-29-24  
  
Submitted by:  
Summer Jackson, Crafted in the Loo  
\_\_\_\_\_  
\_\_\_\_\_

DISPOSITION

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

  
\_\_\_\_\_  
Mayor



## 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 TO SCHOOL IN STYLE  
Location of Event: 111 N Main Street, Waterloo, IL 62298

2. Set-Up Date / Time: AUG 10, 2024 8:00AM Clean-Up Date / Time: AUG 10, 2024:4:00PM  
DATE TIME DATE TIME

3. Event Beginning Date / Time: AUG 10, 2024 9AM Event Ending Date / Time: AUG 10, 2024 3PM  
DATE TIME DATE TIME

4. Organization Name: Crafted In The Loo  
Mailing Address: 111 N Main Street, Waterloo, IL 62298  
Street City State Zip  
Phone Number: \_\_\_\_\_ Email Address: summer@craftedintheloo.com  
Not For Profit Status: Yes \_\_\_\_\_ No  ID # \_\_\_\_\_

5. Person in Charge of Event: Summer Jackson  
Mailing Address: \_\_\_\_\_  
Street City State Zip  
Cell Phone Number: \_\_\_\_\_ Email Address: craftedintheloo@gmail.com

6. Secondary Contact Person: KIM HART  
Mailing Address: \_\_\_\_\_  
Street City State Zip  
Cell Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_



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

A. Narrative of Event:
Pop up tent in the front 2 parking spots of Crafted in the Loo for vendors.
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, Proof of Liability Insurance must include inflatables.
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):

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"/>	

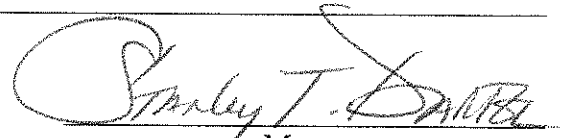
AGENDA REQUEST

(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:  
August 05, 2024  
(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 "Third Birthday" Event at 111 N. Main Street, on Saturday, August 24, 2024, 9:00 a.m. to 3:00 p.m., including the closure of two front parking spots at that location.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_
  
4. Submittal date: 07-29-24  
  
Submitted by:  
Summer Jackson, Crafted in the Loo  
\_\_\_\_\_  
\_\_\_\_\_

DISPOSITION

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

  
\_\_\_\_\_  
Mayor



## 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: CRAFTED IN THE LOO 3RD BIRTHDAY  
Location of Event: 111 N Main Street, Waterloo, IL 62298

2. Set-Up Date / Time: AUG 24, 2024 8:00AM Clean-Up Date / Time: AUG 24, 2024:4:00PM  
DATE TIME DATE TIME

3. Event Beginning Date / Time: AUG 24, 2024 9AM Event Ending Date / Time: AUG 24, 2024 3PM  
DATE TIME DATE TIME

4. Organization Name: Crafted In The Loo  
Mailing Address: 111 N Main Street, Waterloo, IL 62298  
Street City State Zip

Phone Number: \_\_\_\_\_ Email Address: summer@craftedintheloo.com

Not For Profit Status: Yes \_\_\_\_\_ No  ID # \_\_\_\_\_

5. Person in Charge of Event: Summer Jackson  
Mailing Address: \_\_\_\_\_  
Street City State Zip

Cell Phone Number: \_\_\_\_\_ Email Address: craftedintheloo@gmail.com

6. Secondary Contact Person: KIM HART  
Mailing Address: \_\_\_\_\_  
Street City State Zip

Cell Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

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

A. Narrative of Event: Pop up tent in the front 2 parking spots of Crafted in the Loo for vendors.
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):

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

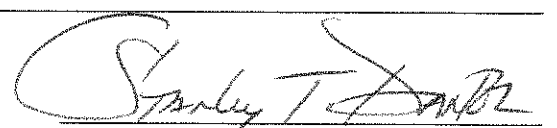
AGENDA REQUEST

(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:  
August 05, 2024  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on a Special Event Permit Application from the Optimist Club of Waterloo for their Annual 5K Walk-Run to be held on Saturday, August 24, 2024 including the closure of Rogers Street between First Street and Country Club Lane from 8:00 a.m. to 9:30 a.m.
  
3. Relief or action to be requested:  
Approval.
  
4. Submittal date: 07-29-24  
  
Submitted by:  
Russ Thomas, Waterloo Optimist Club

DISPOSITION

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

  
Mayor



CITY OFFICES  
100 West Fourth Street  
Waterloo, Illinois 62298  
(618) 939-8600  
Stanley T. Darter, Mayor

City Clerk's Office  
(618) 939-8739

Date: July 24th, 2024

## 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: Optimist Club 5K Walk-Run  
Location of Event: Rogers Elementary- Rogers St to Country Club Ln
- Set-Up Date/Time: \_\_\_\_\_ Clean-Up Date/Time: \_\_\_\_\_
- Event Start Date/Time: 8/24/24 6:30am Event End Date/Time: 8/24/24 10:00am
- Organization Name: Waterloo Optimist Club  
Mailing Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Not For Profit Status:  Yes  No ID#: \_\_\_\_\_
- Person in Charge of Event: Russ Thomas  
Mailing Address: \_\_\_\_\_  
Cell Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_
- Secondary Contact Person: Don Bedford  
Mailing Address: \_\_\_\_\_  
Cell Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_



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

- A. Narrative of Event:  
21st annual 5K run/walk from Rogers Elementary out Rogers and back.  
\_\_\_\_\_
- B. Number of People Expected: 200+ \_\_\_\_\_
- 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 at Rogers & Hamacher- see attached letter  
\_\_\_\_\_

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

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**FOR OFFICE USE ONLY**

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

July 23<sup>rd</sup>, 2024

FROM: Optimist Club of Waterloo & Russ Thomas, Chairman of 5K run/walk

SUBJECT: Request for Street Closure to Permit Annual 5K run/walk

TO: Mayor and City Council

1. The Optimist Club of Waterloo is scheduling the 21st Annual 5K Run/Walk and request the closure of a part of Rogers Street on Saturday morning, August 24<sup>th</sup>, 2024 between 8:00am and 9:30am.
2. Our Run/Walk will assemble at Rogers Elementary School and proceed on the drive to Rogers Street, turn north on Rogers and proceed on Rogers to a turnaround near (but before) Country Club Lane then return to the school. It is anticipated the closure will be between 8:00am and 9:30am. Optimist members will be stationed at all intersections along the run and the turnaround. We would appreciate a uniformed officer at Rogers and Hamacher Streets during the crossing of runners & walkers, if available. We will also supply Optimist members in case of an emergency that requires the officer to leave the site.
3. A request for Sheriff's Department at Country Club Lane is also requested from the county, for your information.
4. Your consideration and action is greatly appreciated as the funds raised by this event are used to support youth programs in Waterloo. We are expecting 200+ participants in this event.
5. If you have any questions, please contact Russ Thomas

Thank you in advance



Russ Thomas





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
07/11/2024

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).

<b>PRODUCER</b> AMBA PO Box 14542 Des Moines, IA 50306	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 800-503-9227      FAX (A/C, No): 515-993-9681	
	<b>EMAIL ADDRESS:</b> plsdsteam.service@getamba.com	
<b>INSURED</b> Optimist International Waterloo Optimist Shelbv Marhee	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Philadelphia Indemnity Insurance Co	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	

**COVERAGES**

CERTIFICATE NUMBER:

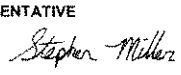
REVISION NUMBER:

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 <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PHPK2679423	05/01/2024	05/01/2025	EACH OCCURRENCE \$ 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1000000 GENERAL AGGREGATE \$ 2000000 PRODUCTS - COMP/OP AGG \$ 2000000 \$
A	<b>AUTOMOBILE LIABILITY</b> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	<input type="checkbox"/>	<input type="checkbox"/>	PHPK2679423	05/01/2024	05/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1000000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$	<input type="checkbox"/>	<input type="checkbox"/>				EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/>	N/A				PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

Effective 08/24/2024 include as additional insured: Certificate Holder (CG2012) City of Waterloo, but only with respects to the named insured's negligence with regards to the Waterloo Optimist 5K Run/Walk event to be held at Rogers Elementary School on 08/24/2024 ending on 08/24/2024

<b>CERTIFICATE HOLDER</b> City of Waterloo 100 West Fourth st  Waterloo IL 62298,	<b>CANCELLATION</b> 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 

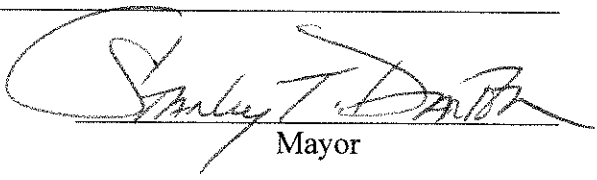
AGENDA REQUEST

(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:  
August 05, 2024  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on a Special Event Permit Application from the Waterloo Chamber of Commerce for their "Chamber of Commerce Week" Celebration to be held on Friday, September 13, 2024, 4:00 p.m. to 9:00 p.m., including the closure of Third Street from Market to Main.
  
3. Relief or action to be requested:  
Approval.
  
4. Submittal date: 07-19-24  
  
Submitted by:  
Chris Herrmann, Waterloo Chamber of Commerce

DISPOSITION

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

  
Mayor



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

## SPECIAL EVENT PERMIT APPLICATION

**Instructions to Applicant:**

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

1. Event Name / Type: Chamber of Commerce Week Celebration  
 Location of Event: Third St. between Market & Mill
  
2. Set-Up Date / Time: 9/13 8:00 a.m. Clean-Up Date / Time: 9/13 9:00 p.m.
  
3. Event Beginning Date / Time: 9/13/24 4:00 p.m. Event Ending Date / Time: 9/13/24 9:00 p.m.
  
4. Organization Name: Waterloo Chamber of Commerce  
 Mailing Address: 118 E. Third St. Waterloo IL 62298  
Street City State Zip  
 Phone Number: 618-939-5300 Email Address: Chamber@htc.net  
 Not For Profit Status: Yes  No  ID # 37-1118006
  
5. Person in Charge of Event: Chris Herrmann  
 Mailing Address: 118 E. Third St. Waterloo IL 62298  
Street City State Zip  
 Cell Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_
  
6. Secondary Contact Person: George Obernasel  
 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:	Chamber of Commerce Week Celebration We plan to have food vendors on the street and a band in the bandstand from 6:00-8:00 p.m.
B. Number of People Expected:	250 (?) Closure of Third St. - Main to Mkt
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 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):	
F. Special Needs (i.e. Police, Street Dept., Electric – outlets, sound system):	Use of electric


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.

 7-16-24  
 Signature of person in charge of event Date of Submission

*For office use only*

\*Special Events Permits\* shall go before the City Council for approval

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

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