

WATERLOO CITY COUNCIL

Regular Meeting Agenda

Location: Waterloo City Hall - Council Chambers
100 W. Fourth St., Waterloo, IL
Date: Monday, September 18, 2023
Time: 7:30 p.m.

1. Call to Order.
2. Roll Call.
3. Pledge of Allegiance.
4. Correction or Withdrawal of Agenda Items by Sponsor.
5. Approval of Minutes as Written or Amended.
6. Petitions by Citizens on Non-Agenda Items.
7. Reports and Communications from the Mayor and other City Officers.
 - A. Report of Collector.
 - B. Report of Treasurer.
 - C. Report of Subdivision and Zoning Administrator.
 - D. Report of Building Inspector / Code Administrator.
 - E. Report of Director of Public Works.
 - F. Report of Chief of Police.
 - G. Report of City Attorney.
 - H. Report and Communication by Mayor.
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. 23-21 Authorizing St. Clair, Gilbreth & Steppig to File Suit Pursuant to 65 ILCS 5/11-31-1 for Property Located at 500-506 West Mill Street, Waterloo, IL.
11. Unfinished Business.
12. Miscellaneous Business.
 - A. Consideration and Action on Full Page Ad to be placed in the 2024 Visitor's Guide in the amount of \$2,200.00 (discounted 60% with membership and advertising bundle) to be paid out of the Hotel / Motel Tax Fund.
 - B. Consideration and Action on Approval of the Purchase of Two Life-Size Soldier Statues from SVJ Creative Designs at a cost not to exceed \$14,500.00 to be paid from Gambling Proceeds.
 - C. Consideration and Action on a Solicitation Request from the Monroe County Shriners for their Annual Paper Drive to be held at the intersections of Main/Mill and Rogers/Hamacher on Friday, October 20, 2023 from 4 p.m. to 8 p.m. and on Saturday, October 21, 2023 from 8 a.m. to noon.
 - D. Consideration and Action on Approval of a Special Event Permit Application from the City of Waterloo for the Annual Trunk or Treat to be held on Tuesday, October 31, 2023 from 5:30 p.m. to 7:30 p.m., to include the Closure of Main Street between Third Street and Mill Street.
 - E. Consideration and Action on Zaber "Release, Settlement and Resignation Agreement".
13. Discussion of Matters by Council Members Arising After Agenda Deadline.
14. Motion to Adjourn.

DATES TO REMEMBER

Sept. 26, 2023 – American Legion Meeting, Waterloo City Hall: 2nd Floor, 7:00 p.m.
Oct. 02, 2023 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
Oct. 09, 2023 – Planning Commission Meeting, Waterloo City Hall: Council Chambers, 7:00 p.m.
Oct. 10, 2023 – Sister Cities Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
Oct. 11, 2023 – Park District Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
Oct. 16, 2023 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.

**MINUTES OF THE
CITY COUNCIL MEETING
SEPTEMBER 05, 2023**

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.
Motion made by Alderman Matt Buettner and seconded by Alderman Kyle Buettner to approve the August 21, 2023, City Council Meeting Minutes.
Motion passed unanimously with Aldermen Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Row, Most, and Vogt voting 'aye'.
6. Petitions by Citizens on Non-Agenda Items. None.
7. Reports and Communications from the Mayor and other City Officers.
 - A. Report of Collector. No report.
 - B. Report of Treasurer. No report.
 - C. Report of Subdivision and Zoning Administrator. No report.
 - D. Report of Director of Public Works.
Work will begin on the Moore Street Phase VII project on September 11, 2023.
During this time, Moore Street will be closed north of the Gibault gymnasium parking lot to Route 3, and Station Crossing will be closed just east of the Pound 4 Pound parking lot entrance to Moore Street. The entrance to the Jaycee's Ballfields will also be closed. The contractor estimates the project to be completed by the end of the year.
 - E. Report of Chief of Police. No report.
 - F. Report of City Attorney. No report.
 - G. Report and Communication by Mayor.
 1. Proclamation of September 2023 as Childhood Cancer Awareness Month.
8. Report of Standing Committees. None.
9. Report of Special Committees. None.
10. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
 - A. Consideration and Action on Resolution No. 23-19 Approving a School Resource Officer Agreement between the City of Waterloo, IL and the Waterloo Community Unit School District #5 for a Three-Year Term (\$86,000 – 1st year, \$90,000 – 2nd year, \$94,000 – 3rd year).
Motion made by Alderman Most and seconded by Alderman Kyle Buettner to accept Resolution No. 23-19 Approving a School Resource Officer Agreement between the City of Waterloo, IL and the Waterloo Community Unit School District #5 for a Three-Year Term (\$86,000 – 1st year, \$90,000 – 2nd year, \$94,000 – 3rd year).
Comments: The Mayor mentioned this three-year agreement was discussed at the last Utility Meeting. WPD Officer Shaun Wiegand was the School Resource Officer for the past three years, and WPD Officer Brandon Hartin will be his replacement. Motion passed unanimously with Aldermen Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, and Row voting 'aye'.

- B. Consideration and Action on Resolution No. 23-20 Approving a Special Event Permit for the Waterloo High School Homecoming Parade to be held on Wednesday, October 04, 2023, from 5:30 p.m. to 7:00 p.m., and to include the Temporary Closure of Sections of Hamacher, Market, Columbia, Main, Fourth and Rogers Streets.
Motion made by Alderman Vogt and seconded by Alderman Row to accept Resolution No. 23-20 Approving a Special Event Permit for the Waterloo High School Homecoming Parade to be held on Wednesday, October 04, 2023, from 5:30 p.m. to 7:00 p.m., and to include the Temporary Closure of Sections of Hamacher, Market, Columbia, Main, Fourth and Rogers Streets.
Motion passed unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Row, and Most voting ‘aye’.
11. Unfinished Business. None.
12. Miscellaneous Business.
- A. Consideration and Action on Warrant No. 629.
Motion made by Alderman Matt Buettner and seconded by Alderman Most to approve Warrant No. 629.
Motion passed unanimously with Aldermen Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Row, Most, and Vogt voting ‘aye’.
- B. Consideration and Action on Approval of Splash Pad funding in the amount of \$400,000.00 to be paid for out of the Gaming Fund (\$200,000.00 current 2023-2024 Fiscal Year and \$200,000.00 upcoming 2024-2025 Fiscal Year), with project direction by Tim Birk, Director of Public Works.
Motion made by Alderman Kyle Buettner and seconded by Alderman Charron on Approval of Splash Pad funding in the amount of \$400,000.00 to be paid for out of the Gaming Fund (\$200,000.00 current 2023-2024 Fiscal Year and \$200,000.00 upcoming 2024-2025 Fiscal Year), with project direction by Tim Birk, Director of Public Works.
Comments: Finance Committee Chairman Russ Row stated a Finance Committee Meeting was held to discuss the Splash Pad funding. After much discourse and review, the Finance Committee recommended supporting the Splash Pad funding as requested through the Gaming Fund.
Motion passed unanimously with Aldermen Kyle Buettner, Row, Most, Vogt, Matt Buettner, Hopkins, Trantham, and Charron voting ‘aye’.
- C. Consideration and Action on Approval of a Special Event Permit Application from Crafted in the Loo for an “Explore Waterloo” Event to be held on Saturday, September 09, 2023 from 8:30 a.m. to 2:30 p.m., to include the closure of two parking spaces in front of 111 N. Main Street.
Motion made by Alderman Row and seconded by Alderman Vogt to approve a Special Event Permit Application from Crafted in the Loo for an “Explore Waterloo” Event to be held on Saturday, September 09, 2023 from 8:30 a.m. to 2:30 p.m., to include the closure of two parking spaces in front of 111 N. Main Street.
Motion passed unanimously with Aldermen Row, Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, and Kyle Buettner voting ‘aye’.
- D. Consideration and Action on Executive Session for the Discussion of Personnel as per 5 ILCS 120/2(c)(1).
Motion to move into Executive Session made by Alderman Kyle Buettner and seconded by Alderman Matt Buettner.
Motion passed unanimously to enter into Executive Session with Aldermen Kyle Buettner, Row, Most, Vogt, Matt Buettner, Hopkins, Trantham, and Charron voting ‘aye’.
Entered Executive Session at 7:41 p.m.
Adjourned Executive Session at 8:33 p.m.
Motion to Resume Session made by Alderman Matt Buettner and seconded by Alderman Kyle Buettner. Motion passed with a unanimous voice vote.
Return to regular session at 8:43 p.m.

13. Discussion of Matters by Council Members Arising After Agenda Deadline. None.
14. Motion to Adjourn made by Alderman Vogt and seconded by Alderman Hopkins.
Motion passed with a unanimous voice vote.
Mayor Darter adjourned the meeting at 8:44 p.m.

Mechelle Childers - City Clerk

CITY OF WATERLOO, ILLINOIS
COLLECTION REPORT

	2022-2023	2023-2024	%			%	2022-2023	2023-2024	%
	ACTUAL	BUDGETED	INCREASE/	2022	2023	INCREASE/	FISCAL	FISCAL	INCREASE/
	AMOUNT	AMOUNT	DECREASE	AUG	AUG	DECREASE	YTD	YTD	DECREASE
ELEC SALES	10,848,137.04	11,390,000.00	4.99%	1,267,738.40	1,152,205.18	-9.11%	3,654,609.08	3,445,544.84	-5.72%
ELEC TAX	265,144.28			32,142.80	29,217.14	-9.10%	90,607.03	88,528.71	-2.29%
ELECT MISC.	360,074.00	262,000.00	27.24%	-111,041.00	119,587.00	207.70%	29,742.00	140,292.00	371.70%
SUBTOTAL	11,473,355.32	11,652,000.00	1.56%	1,188,840.20	1,301,009.32	9.44%	3,774,958.11	3,674,365.55	-2.66%
BEGINNING UNAPPLIED	696,363.28			49,024.22	62,180.77	26.84%	200,239.89	222,285.60	11.01%
UNAPPLIED CASH REC'D	180,143.31			12,163.04	9,225.05	-24.16%	49,563.38	69,619.17	40.46%
UNAPPLIED DISBURSED	193,443.19			12,390.36	18,483.95	49.18%	45,850.17	48,481.11	5.74%
ENDING UNAPPLIED	683,063.40			48,796.90	52,921.87	8.45%	203,953.10	243,423.66	19.35%
GAS SALES	3,537,645.77	3,671,000.00	3.77%	143,710.01	99,632.59	-30.67%	828,444.28	694,899.09	-16.12%
GAS TAX	71,517.14			2,218.93	1,805.93	-18.61%	17,545.96	16,866.94	-3.87%
GAS MISC.	123,806.00	106,700.00	13.82%	-40,530.00	12,162.00	130.01%	7,511.00	22,141.00	194.78%
SUBTOTAL	3,732,968.91	3,777,700.00	1.20%	105,398.94	113,600.52	7.78%	853,501.24	733,907.03	-14.01%
WATER SALES	2,783,427.40	3,420,000.00	22.87%	289,712.20	409,099.37	41.21%	925,558.75	1,356,614.64	46.57%
WATER MISC.	803,982.00	73,000.00	-90.92%	-1,663.00	2,805.00	268.67%	20,174.00	14,922.00	-26.03%
SUBTOTAL	3,587,409.40	3,493,000.00	-2.63%	288,049.20	411,904.37	43.00%	945,732.75	1,371,536.64	45.02%
SEWER SALES	1,964,383.08	2,165,000.00	10.21%	207,253.42	226,002.33	9.05%	670,516.67	763,865.86	13.92%
SEWER MISC.	151,485.00	165,500.00	9.25%	18,226.00	7,376.00	-59.53%	59,692.00	42,776.00	-28.34%
SUBTOTAL	2,115,868.08	2,330,500.00	10.14%	225,479.42	233,378.33	3.50%	730,208.67	806,641.86	10.47%
CITY TAX	580,493.06	663,000.00	14.21%	53,431.08	54,902.95	2.75%	176,501.10	189,862.52	7.57%
MISC.	42,624.00	42,000.00	-1.46%	-9,230.00	9,350.00	201.30%	7,007.00	14,201.00	102.67%
SUBTOTAL	623,117.06	705,000.00	13.14%	44,201.08	64,252.95	45.37%	183,508.10	204,063.52	11.20%
REFUSE FEE	891,938.68	989,750.00	10.97%	77,076.46	85,561.71	11.01%	298,091.76	319,582.35	7.21%
VEHICLE STICKER	-	-		-	-		-	-	
FINES	36,524.00	37,000.00	1.30%	1,069.00	3,431.00	220.95%	14,627.00	16,079.00	9.93%
PERMITS	100,480.00	115,000.00	14.45%	21,144.00	7,378.00	-65.11%	38,353.00	32,992.00	-13.98%
INSPECTION FEES	15,100.00	15,000.00	-0.66%	2,175.00	975.00	-55.17%	6,125.00	4,575.00	-25.31%
FRANCHISE FEES	125,916.00	120,000.00	-4.70%	-	-		-	-	
LIQUOR LICENSE	23,612.00	25,000.00	5.88%	600.00	-	-100.00%	20,304.00	19,833.00	-2.32%
INFRASTRUCTURE FEE	136,307.00	135,000.00	-0.96%	11,275.00	11,884.00	5.40%	44,613.00	44,599.00	-0.03%
HOTEL/MOTEL TAX	16,839.00	15,000.00	-10.92%	1,369.00	163.00	-88.09%	5,687.00	11,235.00	97.56%
MISC.	454,779.00	361,005.00	-20.62%	32,471.00	44,877.00	38.21%	93,377.00	183,896.00	96.94%
REPLACEMENT TAX	204,223.00	143,200.00	-29.88%	3,581.00	5,055.00	41.16%	78,501.00	75,192.00	-4.22%
COUNTY TAX	320,919.00	341,000.00	6.26%	-	-		-	-	
SALES TAX	2,944,634.00	2,900,000.00	-1.52%	261,835.00	268,104.00	2.39%	951,635.00	999,369.00	5.02%
BUSINESS DISTRICT TAX	103,095.00	105,000.00	1.85%	8,665.00	9,224.00	6.45%	33,637.00	34,655.00	3.03%
CANNABIS USE TAX	17,340.00	19,700.00	13.61%	1,776.00	1,488.00	-16.22%	6,101.00	5,569.00	-8.72%
VIDEO GAMING	257,376.00	250,000.00	-2.87%	20,183.00	22,963.00	13.77%	82,797.00	93,372.00	12.77%
INCOME TAX	2,227,915.00	2,163,000.00	-2.91%	123,635.00	142,102.00	14.94%	849,073.00	803,277.00	-5.39%
SUBTOTAL	7,876,997.68	7,734,655.00	-1.81%	566,854.46	603,205.71	6.41%	2,522,921.76	2,644,225.35	4.81%
MOTOR FUEL TAX	564,457.00	495,000.00	-12.31%	37,106.00	39,302.00	5.92%	148,090.00	197,053.00	33.06%
MISC	56,731.00	40,000.00	-29.49%	3,436.00	7,060.00	105.47%	8,981.00	25,926.00	188.68%
SUBTOTAL	621,188.00	535,000.00	-13.87%	40,542.00	46,362.00	14.36%	157,071.00	222,979.00	41.96%
UTILITY DEPOSITS	97,400.00	-		13,325.00	6,150.00	-53.85%	39,675.00	38,550.00	-2.84%
TOTAL DEPOSITS	30,308,447.76	30,227,855.00	-0.27%	2,484,853.34	2,789,088.25	12.24%	9,257,140.01	9,765,888.12	5.50%

September 18, 2023

To: Mayor Stan Darter
City Attorney
City Alderpersons

Re: Treasurer's Report

Attached, please find the August 31, 2023 Treasurer's Report for the City of Waterloo.

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

Sincerely,

Brad A. Papenberg

Brad A Papenberg
City Treasurer

TREASURER'S REPORT
CITY OF WATERLOO
For the month ending
August 31, 2023

CHECKING ACCOUNT	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
Petty Cash	\$ 497.98	\$ -	\$ -	\$ 497.98
Utility Deposit	45,991.47	6,150.00	10,825.00	41,316.47
General Fund	(1,750,001.24)	2,749,962.32	732,277.01	267,684.07
Motor Fuel Tax	42,141.09	75,026.51	12,563.96	104,603.64
Water Fund	524,460.97	414,860.81	312,088.29	627,233.49
Sewer Fund	422,491.64	234,252.13	113,978.80	542,764.97
Gas Fund	189,637.81	107,007.03	260,190.96	36,453.88
Electric Fund	224,323.03	1,285,242.91	1,103,571.63	405,994.31
Capital Improvements	663,339.56	59,134.21	500,018.97	222,454.80
D.A.R.E.	1,455.51	-	-	1,455.51
Interest	6,148.16	1,496.97	-	7,645.13
Hotel/Motel Tax	156,307.95	163.06	4,820.00	151,651.01
TOTALS:	\$526,793.93	\$4,933,295.95	\$3,050,334.62	\$2,409,755.26

INVESTED FUNDS				
Capital Improvements	\$ 1,485,578.82	506,339.55	-	1,991,918.37
Electric	12,646,576.16	29,433.95	-	12,676,010.11
E-Pay Utility Bills	30,866.94	173,594.78	181,806.14	22,655.58
Farm Account Income	243,515.47	620.46	-	244,135.93
Gas	4,051,801.02	9,430.26	-	4,061,231.28
General Fund	8,454,880.28	475,877.72	2,500,000.00	6,430,758.00
Motor Fuel	1,491,410.30	46,336.39	75,000.00	1,462,746.69
Pension Reserve	1,708,293.20	362.72	-	1,708,655.92
Sewer	1,554,029.69	3,616.89	-	1,557,646.58
Utility Deposits	317,083.64	737.99	-	317,821.63
Water	643,035.24	1,496.62	-	644,531.86
Total Invested Funds:	\$32,627,070.76	\$1,247,847.33	\$2,756,806.14	\$31,118,111.95
Total All City Funds:	\$33,153,864.69	\$6,181,143.28	\$5,807,140.76	\$33,527,867.21

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

Respectfully Submitted,

Brad A. Papenberg

Brad A. Papenberg
City Treasurer

Zoning Department Monthly Report 8-31-2023

[illegible]

Building Inspector/Code Administrator Monthly Report 8/31/2023													
	January	February	March	April	May	June	July	August	September	October	November	December	Total
New Construction Inspections:													
2023	18	19	24	39	35	33	20	27					215
2022	12	25	33	21	49	31	30	38	28	33	27	12	339
New Construction Re-Inspections													
2023	3	5	6	5	4	5	3	6					37
Rental Inspections:													
2023	13	10	18	20	15	16	12	15					119
2022	11	10	8	10	10	25	15	18	9	12	19	10	157
2021	13	15	14	19	18	17	16	18	13	11	12	9	175
2020	21	22	20	16	23	12	14	24	13	15	9	17	206
2019	19	17	26	20	13	15	25	26	17	19	16	21	234
2018	17	12	16	15	10	26	14	31	19	21	23	10	214
Rental Re-Inspections:													
2023	5	3	4	5	3	4	2	4					30
Dumpster/POD Permits Issued:													
2023	10	15	12	16	15	20	16	16					120
2022	6	5	20	17	9	15	20	21	16	9	7	8	153
Motor Vehicle Violation Notices:													
2023	3	2	0	4	0	2	3	6					20
2022	0	3	4	4	2	1	3	1	5	2	2	2	29
Property Violation Notices:													
2023	3	5	8	10	10	11	19	9					75
2022	1	0	5	14	7	4	5	5	4	4	10	4	63
Ordinance Violation Tickets Issued:													
2023	0	1	0	5	1	1	2	0					10

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:

September 18, 2023

(Date)

2. Description of matter to be placed on agenda:

Consideration and Action on Resolution No. 23-21 Authorizing St. Clair, Gilbreth
& Steppig to File Suit Pursuant to 65 ILCS 5/11-31-1 for Property Located at 500-
506 West Mill Street, Waterloo, IL.

3. Relief or action to be requested:

Approval.

4. Submittal date: 09-15-23

Submitted by:

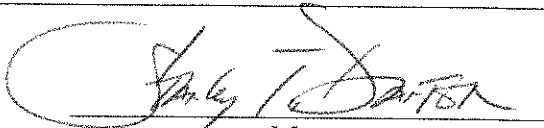
Mayor Stanley T. Darter

DISPOSITION

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

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

 Matter referred to


Mayor

RESOLUTION NO. 23-21

AUTHORIZING ST. CLAIR, GILBRETH & STEPPIG TO FILE SUIT PURSUANT TO 65 ILCS 5/11-31-1 FOR PROPERTY LOCATED AT 500-506 WEST MILL STREET, WATERLOO, IL.

WHEREAS, the City of Waterloo, IL has found it necessary to address legal issues at 500-506 West Mill Street, Waterloo, IL.

NOW, THEREFORE, BE IT RESOLVED, by the City Council and the Mayor that the City of Waterloo, IL does hereby authorize St. Clair, Gilbreth & Steppig to file suit pursuant to 65 ILCS 5/11-31-1 for property located at 500-506 West Mill Street, Waterloo, IL.

PASSED by the City Council and approved by the Mayor of the City of Waterloo, Illinois this 18th day of September, 2023.

AYES: _____

NAYES: _____

ABSENT: _____

ABSTAINED: _____

APPROVED:

Stanley T. Darter, Mayor

ATTESTED:

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:
September 18, 2023

(Date)
2. Description of matter to be placed on agenda:
Consideration and Action on Full Page Ad to be placed in the 2024 Visitor's Guide
in the amount of \$2,200.00 (discounted 60% with membership and advertising
Bundle) to be paid out of the Hotel/Motel Tax Fund.

3. Relief or action to be requested:
Approval.

4. Submittal date: September 13, 2023

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



Visitors Guide

Promote your business, organization or community!

The Visitors Guide is distributed throughout the year at Tourist Information Centers, area Visitor Centers, lodging facilities, trade shows, attractions, community centers, SAFB and beyond.



**Quantities Subject to Change.*

Advertising Rates

Digital ad campaign included in advertising rates. A portion of the price will go towards a Digital Ad Campaign that will be distributed through multiple platforms throughout the year.

1/4 Page 3.605" x 4.7942"	1/2V Page 3.605" x 9.75"	1/2H Page 7.375" x 4.782"	Full Page 7.375" x 9.75"	Back Cover 7.6" x 7"
\$1,950	\$3,175	\$3,175	\$5,500	\$11,500

INTERESTED IN BUNDLING?

Purchase 2 or more ads in our Tourism Times publication for an additional 5% off each ad.

Purchase a minimum of 1 Tourism Times ad and an ad in the Visitors Guide for an additional 10% off each ad.

**Invoicing will be done per publication.*



Advertising Deadlines

Space Deadline: October
Copy Deadline: November
Publication Date: January

Membership Exclusives

All members receive a discount on the mentioned rates as well as FREE design services for your ad.

FREE DESIGN

Includes up to 3 revisions
 Additional revisions - \$50 each

AGENDA REQUEST

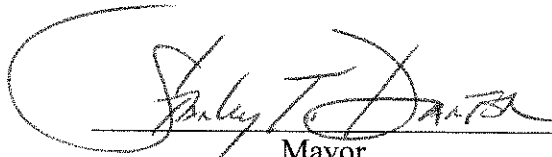
(Submit by 12:00 p.m. on Wednesday before the meeting date requested.)

1. Request is made for placement on the agenda for meeting to be held on:
September 18, 2023
(Date)
2. Description of matter to be placed on agenda:
Consideration and Action on Approval of the Purchase of Two Life Size Soldier
Statues from SVJ Creative Designs at a cost not to exceed \$14,500.00
to be paid from Gambling Proceeds.
3. Relief or action to be requested:
Approval
4. Submittal date: September 13, 2023

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

SVJ Creative Designs

62099 Hwy 42
Kellogg, MN 55945
507-767-3039
www.svjcreativedesigns.com

info@svjcreativedesigns.com

Fax: 507-767-3050

Invoice

Date	Invoice #
9/13/2023	18400

Bill To

City of Waterloo, Illinois
100 W. 4th Street
Waterloo, IL 62298
618-939-8600

Ship To

QUOTE ONLY - NOT INVOICE

S.O. No.	P.O. No.	Terms	Due Date
		1/2 down, remainde...	9/13/2023

Item	Description	Qty	Finish	Rate	Wgt	Ttl Wgt	Amount
	QUOTE ONLY - NOT AN OFFICIAL INVOICE YET DESPITE WHAT IT SAYS. Half down is due when placing the order so that your statues are held for you. The earliest for having ready to bring down would be mid to end of November if order is placed this week.						
MIL-32-TT	Iraq, Afghanistan/Gulf War Era Soldier, 79"H Overall x 32"W x 32"D	1	Brassy Bronze	4,750.00			4,750.00
MIL-30-TT	Life Size Korean War Soldier, 76"H x 32"W x 32"D, 1460 pounds	1	Brassy Bronze	4,750.00			4,750.00
DELIV	Delivery up to 5 statues, meaning you can order three more statues if wanting to without cost change.			4,375.00			4,375.00
				Subtotal		\$13,875.00	

Sales Tax (0.0%) \$0.00

Total \$13,875.00

Payments/Credits \$0.00

Balance Due \$13,875.00

AGENDA REQUEST

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

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

September 18, 2023

(Date)

2. Description of matter to be placed on agenda:

Consideration and Action on a Solicitation Request from the Monroe County
Shriners for their Annual Paper Drive to be held at the intersections of Main/Mill
and Rogers/Hamacher on Friday, October 20, 2023 from 4 p.m. to 8 p.m. and on
Saturday, October 21, 2023 from 8 a.m. to noon.

3. Relief or action to be requested:

Approval.

4. Submittal date: 09-12-23

Submitted by:

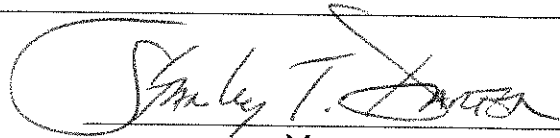
Derek Reichert, Monroe County Shriners

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

Tammy Kujawa

From:
Sent: Tuesday, September 12, 2023 8:49 PM
To: Tammy Kujawa
Subject: Re: Monroe County Shriners Paper Drive

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Tammy,

The Monroe County Shriners would like to officially request to hold our annual Paper Sales benefiting Shriners Hospital for Children on Friday October 20th and Saturday October 21st. We would like to be at the corners of Main/Mill and Rogers/Hamacher. On Friday we will be there from 4 pm to 8 pm and on Saturday Morning from 8am to Noon. Please let me know if you have any questions.

Thanks,

On Thu, Sep 7, 2023 at 10:16 AM Tammy Kujawa <tkujawa@waterloo.il.us> wrote:

Derek,

The open weekends are Oct. 20/21 or Oct. 27/28.

Just send me a request!

Thanks,

Tammy

From:
Sent: Thursday, September 7, 2023 9:46 AM
To: Tammy Kujawa <tkujawa@waterloo.il.us>
Subject: Monroe County Shriners Paper Drive

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

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:
September 18, 2023
(Date)
2. Description of matter to be placed on agenda:
Consideration and Action on Approval of a Special Event Permit Application from
the City of Waterloo for the Annual Trunk or Treat to be held on Tuesday, October
31, 2023 from 5:30 p.m. to 7:30 p.m., to include the Closure of Main Street between
Third Street and Mill Street.

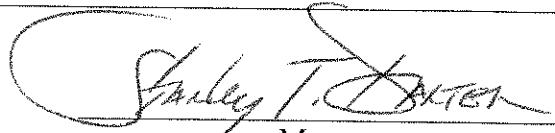
3. Relief or action to be requested:
Approval.

4. Submittal date: 09-13-23

Submitted by: _____
Sarah Deutch, Community Relations Coordinator

DISPOSITION

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



Mayor



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

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

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: Trunk or Treat
Location of Event: Downtown Waterloo
2. Set-Up
Date / Time: 10/31/2023 5:00pm Clean-Up
Date / Time: 10/31/2023 8:00pm
DATE TIME DATE TIME
3. Event Beginning
Date / Time: 10/31/2023 5:30pm Event Ending
Date / Time: 10/31/2023 7:30pm
DATE TIME DATE TIME
4. Organization Name: City of Waterloo
Mailing Address: 100 West Fourth Street Waterloo IL 62298
Street City State Zip
Phone Number: 618-939-8600 Email Address: sdeutch@waterloo.il.us
Not For Profit Status: Yes ☐ No ☐ ID # _____
5. Person in Charge of Event: Mayor Stan Darter
Mailing Address: 100 West Fourth Street Waterloo IL 62298
Street City State Zip
Cell Phone Number: 618-939-8600 Email Address: sdarter@waterloo.il.us
6. Secondary Contact Person: Sarah Deutch
Mailing Address: 100 West Fourth Street Waterloo IL 62298
Street City State Zip
Cell Phone Number: 618-799-8675 Email Address: sdeutch@waterloo.il.us

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

A. Narrative of Event:
Annual trick or treating event. Anyone who wants to participate can park along Main Street and hand out goodies to trick-or-treaters. Main Street from Third to Mill will need to be closed from 5-9pm.
B. Number of People Expected: 1,000
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, <u>Proof of Liability Insurance must include inflatables.</u>
E. Liquor License information for beer sales (hours of sale and license number): NA
F. Special Needs (i.e. Police, Street Dept., Electric – outlets, sound system): Street Dept and Police to assist with closing the street. Electric for those that would like to plug in lights.

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

9/13/2023

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 ☐

**ILLINOIS MUNICIPAL LEAGUE RISK MANAGEMENT ASSOCIATION
500 E. CAPITOL AVE. - P.O. BOX 5180 - SPRINGFIELD, ILLINOIS 62705**

DECLARATIONS

Member: City of Waterloo
Class: D

Agreement No: 0302D0617

Coverage Period for Workers' Compensation: from 12:01 a.m. CST on 1/1/2023
to 12:01 a.m. CST on 1/1/2024

Coverage Period for All Other Lines: from 12:01 a.m. CST on 1/1/2023
to 12:01 a.m. CST on 1/1/2024

These Declarations are issued in conjunction with and as a part of the Illinois Municipal League Risk Management Association coverage forms, including all endorsements thereto. They provide the limits of liability provided to the Members by the Association for each of the coverages, the part of each limit to be paid by the Association's self-insured retention and any Member-owed retention or coinsurance requirement. These Declarations apply to and form a part of the following forms and endorsements:

RMA L	Liability Definitions, Exclusions and Conditions (1/23)
RMA 1	General Liability Coverage Form (1/23)
RMA 2	Comprehensive General Liability Coverage Form (1/23)
RMA 3	Liability Exclusions Form (1/23)
RMA 4	Public Officials/Employees Liability Coverage Form (1/23)
RMA 5	Liquor Liability Coverage Form (1/18)
RMA 6	Auto Liability/Med Pay/Uninsured and Underinsured Motorist Coverage Form (1/13)
RMA P	Auto Physical Damage/Inland Marine and Property Definitions, Exclusions and Conditions (1/23)
RMA 10	Auto Physical Damage Coverage Form (1/23)
RMA 11	Building and Personal Property Coverage Form (1/23)
RMA 12	Valuable Papers/Records and Electronic Media/Records Coverage Form (1/19)
RMA 13	Inland Marine Coverage Form (1/23)
RMA 14	Crime Coverage Form (1/22)
RMA 15	Worker's Compensation Coverage Form (1/20)
RMA 16	Public Official Position Bond (1/20)
RMA 17	Information Security Protection Coverage Form (1/22)

The limits of liability for Members and Member-owed retention or coinsurance requirement for each of the coverages provided by these forms are shown in the following charts.

First notice of occurrences and claims shall be delivered to:

IL Municipal League Risk Management Association
c/o CCMSI
550 West Van Buren Street, Suite 1200
Chicago, IL 60607
Phone: 866/908-9230
Fax: 312/455-6477

LIABILITY COVERAGES

<u>FORM</u>	<u>DESCRIPTION</u>	<u>TOTAL AVAILABLE LIMITS FOR MEMBERS</u>
RMA 1	General Liability	\$8,000,000. each occurrence, each Member, for all applicable coverages including "Special Liability Coverages" listed below --even if more than one coverage applies to the same loss.
RMA 2	Broad Form Property	
RMA 2	Civil Constitutional Rights-Assault/ Battery	
RMA 2	Contractual Liability	
RMA 2	Employee Benefit Programs Liability	
RMA 2	Incidental Malpractice	\$16,000,000. annual aggregate, each Member, as respects, RMA 1, RMA 2 and RMA 4
RMA 2	Intentional Building Removal	
RMA 2	Limited Worldwide Liability	
RMA 2	Personal Injury/ Advertising Liability	
RMA 2	Watercraft Liability	
RMA 2	Personal Injury as Respects Employment Practices	
RMA 4	Public Officials/Employees	
RMA 6	Auto Liability	

SPECIAL LIABILITY COVERAGES

<u>FORM</u>	<u>DESCRIPTION</u>	<u>TOTAL AVAILABLE LIMITS FOR MEMBERS</u>
RMA 2	Premises Medical Payments	\$3,000. each person; \$1,000,000. each occurrence
RMA 2	Fire Legal Liability	\$100,000. each occurrence; \$100,000. annual agg.
RMA 2	Equal Employment Opportunity Comm. (EEOC) - <i>defense only</i>	\$15,000. each occurrence; \$15,000. annual aggregate
RMA 5	Liquor Liability - Special Events & Host	\$1,000,000. each occurrence - \$1,000,000. annual agg.
RMA 6	Auto Medical Payments	\$10,000. each person; \$1,000,000. each occurrence
RMA 6	Uninsured/Underinsured Motorist	\$100,000. each person; \$300,000. each accident

PROPERTY COVERAGES

<u>FORM</u>	<u>DESCRIPTION</u>	<u>TOTAL AVAILABLE LIMITS FOR MEMBERS</u>
RMA 10,	Auto Physical Damage	Combined limit:
RMA 11	Building/Personal Property	\$30,000,000. Any location, each occurrence;
and		\$250,000,000. Each occurrence, all Members
RMA 13	Inland Marine	\$50,000. extra expense
RMA 12	Valuable Papers/Records and Electronic Media/Records	\$50,000. each occurrence
RMA 10, RMA 11 and RMA 13	Flood/Earthquake (<i>combined</i>)	*\$76,500,000. annual aggregate all Members

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:

September 18, 2023

(Date)

2. Description of matter to be placed on agenda:

Consideration and Action on Zaber "Release, Settlement and Resignation Agreement".

3. Relief or action to be requested:

Approval.

4. Submittal date: 09-15-23

Submitted by:

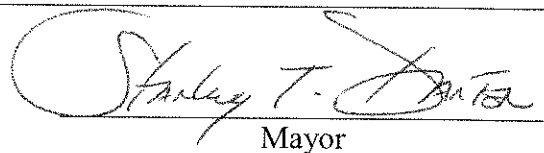
Mayor Stanley T. Darter

DISPOSITION

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

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

 Matter referred to


Mayor