



**THE CITY COUNCIL OF WATERLOO, IOWA
REGULAR SESSION TO BE HELD AT
Harold E. Getty Council Chambers
Monday, February 3, 2025
5:30 PM**

**CITY OF WATERLOO
COMMUNITY VISION PLAN**

1. Fly the W: To develop a sense of pride and relationship between residents and the City of Waterloo, and then leverage that pride to communicate the City's attributes to external audiences.
2. Elevate Housing: Redevelop, renovate, or improve 800 residences in Waterloo in eight years by providing access to capital.
3. Celebrate and Connect Neighborhoods: To leverage Waterloo's rich tradition of neighborhoods by celebrating and connecting them with the community and region at large.
4. Waterloo Works: Grow a diverse and skilled workforce in Waterloo that connects people and employers for mutual growth.
5. Crossroads Doubledown: Re-energize the Crossroads Mall area into a sports/recreation-themed gravitational center.
6. Power Up Downtown: Keep Waterloo's core downtown evolving to meet the needs of future generations, supporting and showcasing arts and cultural opportunities and creating an experience like no other.
7. Sportstown USA: To generate excitement, develop youth, and drive investment and economic impact from year-round visitors.
8. Community of Opportunity: Eliminate barriers that keep Waterloo residents, and the community as a whole, from reaching its true potential, creating an equitable, thriving, and sustainable community for future generations. Waterloo is a Community of Opportunity, where everyone can prosper.

GENERAL RULES FOR PUBLIC PARTICIPATION REGULAR SESSION AGENDA

- A. Iowa Code Chapter 21 gives the public the right to attend council meetings, but it does not require cities to allow public participation except during public hearings. The public is required to follow the rules listed in this article when speaking during any meeting of the city council.
- B. At the presiding officer's discretion, individuals may address the presiding officer by stepping to the podium, and after recognition by the presiding officer, shall state their

name, address, and group affiliation, if appropriate, and speak clearly into the microphone.

- C. Comments shall be germane and refrain from personal, impertinent, or slanderous remarks.
- D. Cell phones and electronic devices shall be set to silent prior to the start of the meeting.

RULES FOR PUBLIC COMMENT SECTION OF THE AGENDA

- A. Individuals shall speak one (1) time on only one (1) issue for a maximum of three (3) minutes During the public comment section of the agenda. The public shall not be required to pre-register to speak during public comment. Individuals shall only speak on matters not listed on the regular agenda for that date. Any matter presented shall be directed to the presiding officer and addressed, if necessary, after the meeting.
- B. Council members may speak during public comment portion of the agenda after the public has finished speaking
- C. City staff shall not be required to provide an immediate answer to a matter presented during a council meeting unless it specifically pertains to an item on the agenda

RULES FOR PUBLIC COMMENT DURING PUBLIC HEARINGS

Individuals may speak during the public comment portion of a scheduled public hearing for a maximum of three (3) minutes or may submit written comments to the city clerk by four o'clock (4:00) P.M. on the day of the public hearing. Groups of citizens with similar viewpoints are encouraged to select a representative to share the viewpoint of the group.

RULES FOR PUBLIC COMMENT DURING AGENDA ITEMS

At the discretion of the presiding officer, individuals may speak for a maximum of three (3) minutes when the council discusses agenda items. This section does not apply to businesses or parties directly involved in agenda items.

Roll Call.

Prayer or Moment of Silence.

Pledge of Allegiance, Belinda Creighton-Smith, Ward 4 Council Member.

Approval of Agenda as proposed or amended.

Approval of Minutes of the January 21, 2025, Regular Council Session, as proposed or amended.

PUBLIC COMMENTS

Iowa Code Chapter 21 gives the public the right to attend council meetings but it does not require cities to allow public participation except during public hearings. The City of Waterloo encourages the public to participate during the Oral Presentations by following the rules listed on the front of the agenda.

CONSENT AGENDA

The consent agenda is reserved for routine resolutions and motions, acted upon by roll call vote on a single motion without discussion. Council shall either vote yea or nay when the roll is called. Council members may request that an item be removed from the consent agenda and considered separately. Such a request does not require a second. The public shall be prohibited from requesting that items listed on the consent agenda be removed and considered separately. The public may contact council members with questions regarding consent agenda items. 1-4A-16(A)(8).

1. Bills Payment, Finance Committee Invoice Summary Report, a copy of which is on file in the office of the City Clerk.
2. Resolution approving the request by Dennis Holbach Sr., for tax exemptions on the construction of new windows, entry doors, kitchen, bath remodel, flooring, fixtures, cabinets, and vinyl siding valued at \$59,500.00, for property located at 642 Boston Avenue and located in the Consolidated Urban Revitalization Area (CURA).
3. Resolution approving the request by Barb and Robbie Hadaway, for tax exemptions on the construction of a new single-family home valued at \$547,000.00, for property located at 2050 Ashland Avenue and located in the Consolidated Urban Revitalization Area (CURA).
4. Resolution approving the request by Robert Roquet, for tax exemptions on the construction of a new single-family home valued at \$132,050.00, for property located at 3157 Rocky Road and located in the Consolidated Urban Revitalization Area (CURA).
5. Resolution approving the request by Amel Muhamedagic, for tax exemptions on the construction of a new single-family home valued at \$500,000.00, for property located at 4865 Shelley Court and located in the City Limits Urban Revitalization Area (CLURA).
6. Resolution approving the request by Skogman Homes, for tax exemptions on the construction of a new single-family home valued at \$399,102.00, for property located at 1325 Partridge Lane and located in the City Limits Urban Revitalization Area (CLURA).
7. Resolution approving the request by Skogman Homes, for tax exemptions on the construction of a new single-family home valued at \$558,900.00, for property located at 1330 Partridge Lane and located in the City Limits Urban Revitalization Area (CLURA).
8. Resolution approving the request by Skogman Homes, for tax exemptions on the construction of a new single-family home valued at \$541,500.00, for property located at 1570 Partridge Lane and located in the City Limits Urban Revitalization Area (CLURA).
9. Resolution approving the request by Skogman Homes, for tax exemptions on the construction of a new single-family home valued at \$574,771.00, for property located at 1416 Partridge Lane and located in the City Limits Urban Revitalization Area (CLURA).
10. Resolution approving the request by Skogman Homes, for tax exemptions on the construction of a new townhome unit valued at \$355,000.00, for property located at 3357 Lincolnshire Road and located in the City Limits Urban Revitalization Area (CLURA).
11. Resolution approving the request by Skogman Homes, for tax exemptions on the construction of a new townhome unit valued at \$334,500.00, for property located at 3355

Lincolnshire Road and located in the City Limits Urban Revitalization Area (CLURA).

12. Resolution approving the request by Skogman Homes, for tax exemptions on the construction of a new townhome unit valued at \$349,999.00, for property located at 3347 Lincolnshire Road and located in the City Limits Urban Revitalization Area (CLURA).
13. Resolution approving the request by Skogman Homes, for tax exemptions on the construction of a new townhome unit valued at \$324,999.00, for property located at 3345 Lincolnshire Road and located in the City Limits Urban Revitalization Area (CLURA).
14. Resolution approving the request by Almir Mustedanagic, for tax exemptions on the construction of a new twin-home unit valued at \$270,400.00, for property located at 4129 Omaha Avenue and located in the City Limits Urban Revitalization Area (CLURA).
15. Resolution approving the request by Joshua and Dawn Randall, for tax exemptions on the construction of a new single-family home valued at \$568,212.00, for property located at 131 Sunbird Court and located in the City Limits Urban Revitalization Area (CLURA).
16. Resolution approving the request by Steven and Yvonne Smith, for tax exemptions on the construction of a new single-family home valued at \$250,000.00, for property located at 2324 Maynard Avenue and located in the City Limits Urban Revitalization Area (CLURA).
17. Resolution setting date of public hearing as March 3, 2025, to approve an amendment to the East Waterloo Unified Urban Renewal and Redevelopment Plan, to update projects and project budgets to be included in the Plan, and other general updates to the Plan, and setting date of consultation with taxing entities as February 14, 2025, and instruct the City Clerk to publish notice.
18. Resolution setting date of public hearing as February 17, 2025, for the sale and conveyance of City-owned property, lots 6 and 7 of block 16 of Downing Place, to EIC Enterprises, LLC, in the amount of \$1.00, including approval of a Development Agreement for relocation of two homes.
19. Resolution setting date of public hearing as February 17, 2025 for a request by Levi Architecture, on behalf of Troy's Sandwiches, for a Site Plan Amendment to allow for a quick service restaurant in an existing building in the "S-1" Shopping Center District located at 3146 Kimball Avenue.
20. Motion to approve Final Quantity Summary with Price Industrial Electric, for a net decrease of \$530,318.39, in conjunction with the FY 2024 Fiber-Optic Outside Plant (OSP), Economic Development Administration (EDA) Award Number 05-79-06185, Contract No. 1086, and authorizing the Mayor to execute said document.
21. Resolution approving Completion of Project and Recommendation of Acceptance of Work for work performed by Price Industrial Electric, Inc., in the amount of \$1,574,037.18, in conjunction with the FY 2024 Fiber-Optic Outside Plant (OSP) Construction, Economic Development Administration (EDA), Award Number 05-79-06185, Contract No. 1086, and receive and file a two-year maintenance bond and the EDA Final Acceptance Report.
22. Motion to approve Change Order No. 1 with D.W. Zinser Co., Inc., of Walford, Iowa, for a net decrease of \$108,656.46, in conjunction with changes to demolition scope of work for

properties located at 100 E. 9th Street and 114 E. 10th Street under Contract No. D-2024-10-04P, and authorizing the Mayor to execute said document.

23. Motion to approve Change Order No. 1 with D.W. Zinser Co., Inc., of Walford, Iowa, in an amount not to exceed \$45,360.00, to load, haul, and dispose of identified asbestos material in conjunction with properties located at 2127 E. 4th Street (Saint Mary's Church and School) and 123 E. Parker Street (Saint Mary's Villa) under Contract No. D-2024-10-02P, and authorizing the Mayor to execute said document.
24. Resolution approving award of hotel/motel tax council discretionary funds to Main Street Waterloo in the amount of \$15,000.00, for downtown beautification.
25. Resolution approving award of hotel/motel tax council discretionary funds to Waterloo Center for the Arts in the amount of \$15,000.00, for the Chroma63 Festival Start Up Project.
26. Resolution approving award of hotel/motel tax council discretionary funds to Cedar Valley Arboretum and Botanic Gardens in the amount of \$12,000.00, for the Cedar Valley Arboretum Tourism Project.
27. Motion to approve the appointment of **Chris Pett** from the current Civil Service List to the position of Plant Maintenance Mechanic Foreman in the Waste Management Services Department, effective February 4, 2025.
28. Communication from the Leisure Services Department on the notice of the conclusion of employment of Steve Schmitz, Park Maintenance II, effective December 31, 2024, with recommendation of approval of payout of \$6,270.08 for unused benefits.
29. Communication from the Community Development Department on the notice of the conclusion of employment of Jon Martin, Housing Rehabilitation Specialist, effective January 3, 2025, with recommendation of approval of payout of \$4,428.80 for unused benefits.
30. Communication from the Planning and Zoning Department on the notice of the conclusion of employment of Emily Seliga, Administrative Secretary, effective January 16, 2025, with recommendation of approval of payout of \$4,078.25 for unused benefits.
31. **Jim Burbridge**, Board/Commission: Main Street, Expiration Date: December 31, 2025, [New].
32. **Beverly Smith**, Board/Commission: Community Development, Expiration Date: February 3, 2028, [New].
33. Airport Board minutes of December 18, 2024.
34. Motion to deny an application by King Star, 2035 E. Mitchell Avenue, for a Class B Retail Alcohol License.
35. Liquor Licenses
 - a. The Comfort Zone, 213 E. 5th Street, Class C Retail Alcohol w/Sunday Sales (Renewal) Exp: 01/17/2026.
 - b. Elite Cafe Bar, 1108 Jefferson Street, Class C Retail Alcohol w/Sunday Sales (Renewal)

Exp: 2/7/2026.

c. Hy-Vee Food & Drug Store #3, 1422 Flammang Drive, Class E Retail Alcohol w/Sunday Sales (Renewal) Exp: 02/08/2026

d. HyVee Market Cafe #3, 1422 Flammang Drive, Class C Alcohol w/Sunday Sales (Renewal) Exp: 3/15/2026.

e. ML Golf- Gates Park Golf Shop, 820 E. Donald Street, Class C Retail Alcohol w/Outdoor Service, and Sunday Sales (Renewal) Exp: 2/28/2026.

f. ML Golf-Irv Warren Golf Course, 1000 Fletcher Avenue, Class C Retail Alcohol w/Outdoor Service, and Sunday Sales (Renewal) Exp: 2/28/2026.

g. ML Golf-South Hills Golf Course, 1000 Fletcher Avenue, Class C Retail Alcohol w/Outdoor Service, and Sunday Sales (Renewal) Exp: 2/28/2026.

h. Sac's Neighborhood Pub, 2000 Hawthorne Avenue, Class C Alcohol w/Sunday Sales (Renewal) Exp: 1/31/2026.

i. Veterans of Foreign Wars Club Post 1623, 1406 Commercial, Class F Retail Alcohol w/Sunday Sales (Renewal) Exp: 1/14/2026.

36. Tobacco Permits

a. SK Minimart, 306 Byron Avenue.

37. Tobacco Device Permits

a. Greenleaf Tobacco & E-Cigs, 1503 E. San Marnan Avenue, Device Retailer License.

b. Greenleaf Tobacco & Vape Shop, 1608 University Avenue, Device Retailer License.

c. SK Minimart, 306 Byron Avenue, Device Retailer License.

d. SK Minimart, 306 Byron Avenue, Retail Tobacco License.

e. Broadway Liquor, 821 Broadway, Device Retailer License.

PUBLIC HEARINGS

1. FYE 2025 Budget Amendment.

Motion to receive and file proof of publication of notice of public hearing.

HOLD HEARING - No comments on file.

Motion to close hearing and receive and file oral and written comments.

Resolution approving FYE 2025 Budget Amendment.

Submitted by: Bridgett Wood, Finance Director

2. Proposed funding recommendation set forth by the Housing Authority Board for the Five Year Capital Funds Action Plan for FY 2024-2028.

Motion to receive and file proof of publication of notice of public hearing.

HOLD HEARING - No comments on file.

Motion to close the hearing and receive and file oral and written comments.

Resolution approving the proposed funding recommendations for a Five-Year Capital Funds Action Plan for FY 2024-2028, as approved by the Housing Authority Board for maintenance and improvement of the existing housing complex at Ridgeway Towers.

Submitted by: LeKeisha Veasley, Housing Authority Director

3. FY 2023 Sunnyside Creek Improvements Wet Detention Pond and Channel Stabilization Project, Contract No. 1062.

Motion to receive and file proof of publication of notice of public hearing.

HOLD HEARING - No comments on file.

Motion to close hearing and receive and file oral and written comments.

Resolution confirming approval of plans, specifications, form of contract, etc., and authorizing to proceed.

Motion to receive, file, and instruct the City Clerk to read bids and refer to City Engineer for review.

Submitted by: Wayne Castle, PLS, PE, Assistant City Engineer

4. Request by the City of Waterloo to vacate an eight-foot public utility easement along the east side of lots 1 and 2, and an eight-foot public utility easement along the west side of lots 5 and 6 of Woodland Knolls Addition, located at 227 S. Hackett Road north of the intersection of S. Hackett Road and Oakcrest Drive.

Motion to receive and file proof of publication of notice of public hearing.

HOLD HEARING - No comments on file.

Motion to close the hearing and receive and file oral and written comments, and recommendation of approval of the Planning, Programming and Zoning Commission.

Motion to receive, file consider, and pass for the first time an ordinance approving a request to vacate an eight-foot public utility easement along the east side of lots 1 and 2, and the eight-foot public utility easement along the west side of lots 5 and 6 of Woodland Knolls Addition, at 227 S. Hackett Road north of the intersection of S. Hackett Road and Oakcrest Drive.

Motion to suspend the rules.

Motion to consider and pass for the second and third times and adopt said ordinance.

Submitted by: Noel Anderson, Community Planning and Development Director

5. Demolition and Site Clearance Services, Contract No. D-2025-01-03P.

Motion to receive and file proof of publication of notice of public hearing.

HOLD HEARING - No comments on file.

Motion to close hearing and receive and file oral and written comments.

Resolution confirming approval of plans, specifications, form of contract, etc., and authorizing to proceed.

Motion to receive, file, and instruct the City Clerk to read bids.

Resolution approving the award of bid in part to D.W. Zinser Co., Inc, of Walford, Iowa, in the amount of \$125,000.00, approving the contract, bond, and certificate of insurance, in conjunction with Demolition and Site Clearance Services, Contract No. D-2025-01-03P Part 1, for property located at 118 Sycamore Street (WDC-owned property, partial non-RACM demo and partial RACM demo), and authorizing the Mayor and City Clerk to execute said documents.

Resolution approving the award of bid in part to Lehman Trucking & Excavating Inc., of Waterloo, Iowa, in the amount of \$29,164.00, approving the contract, bond, and certificate of insurance, in conjunction with Demolition and Site Clearance Services, Contract No. D-2025-01-03P Part 2, for properties located at 309 E. 2nd Street and 1103 Commercial Street, and authorizing the Mayor and City Clerk to execute said documents.

Submitted by: Noel Anderson, Community Planning and Development Director

6. Demolition and Site Clearance Services, Contract No. D-2025-01-05P.

Motion to receive and file proof of publication of notice of public hearing.

HOLD HEARING - No comments on file.

Motion to close hearing and receive and file oral and written comments.

Resolution confirming approval of plans, specifications, form of contract, etc., and authorizing to proceed.

Motion to receive, file, and instruct the City Clerk to read bids.

Resolution approving award of bid to Lehman Trucking & Excavating Inc., of Waterloo, Iowa, in the amount of \$67,341.00, approving the contract, bond, and certificate of insurance, in conjunction with Demolition and Site Clearance Services, Contract No. D-2025-01-05P, for properties located at 1335 Mulberry Street, 724 Lincoln Street, 418 Oak Avenue, 110 Chestnut Street, and 318 Bratnober Street, and authorizing the Mayor and City Clerk to execute said documents.

Submitted by: Noel Anderson, Community Planning and Development Director

RESOLUTIONS

1. Resolution approving a Professional Services Agreement with AECOM Technical Services, Inc., of Waterloo, Iowa, in the amount of \$97,600.00, in conjunction with the Airfield Pavement Maintenance Management System Project, FAA AIP Grant No. 3-19-0094-0XX, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Steven Kjergaard, Director of Aviation

2. Resolution approving a Professional Services Agreement with Anderson-Bogert of Cedar Rapids, Iowa, in the amount of \$17,760.00, in conjunction with engineering services for Traffic Signal Pole Standardization, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Mohammad Elahi, Traffic Operations Director

3. Resolution approving a Licensing Agreement with Iowa Northern Railway Company, an Iowa Corporation, in the amount of \$1,500.00, in conjunction with the La Porte Road Improvements - Phase 2 Project, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Jamie Knutson, City Engineer

4. Resolution approving a Professional Services Agreement with Entrust, of Warrenville, Illinois, in the amount of \$1,572,216.00, in conjunction with the FY 2023 Construction of a Fiber-to-the-Premise Feeder/Distribution and Backbone Network Project, Contract No. 1088, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Randy Bennett, Public Works Division Manager

5. Resolution approving a request by the City of Waterloo for the corrective Final Plat of North Crossing Fourth Addition and a First Amendment to the Owner's Statement and Deed of Dedication, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

6. Resolution approving a Professional Services Agreement with AECOM Technical Services, in an amount not to exceed \$25,000.00, to perform on-call general planning and engineering services for Federal Aviation Administration airspace and property releases,

project coordination and surveying and platting, adjacent to the Waterloo Regional Airport, located at 2790 Livingston Lane, and authorizing the Mayor to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

7. Resolution approving a Professional Services Agreement with Terracon Consultants, Inc., of Cedar Falls, Iowa, to perform demolition observation, asbestos consulting services, and air monitoring related to the demolition of the Saint Mary's Church and School site located at 2127 E. 4th Street and Saint Mary's Villa at 123 E. Parker Street, and authorizing the City Planner to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

ADJOURNMENT

Motion to adjourn.

Kelley Felchle
City Clerk