



**THE CITY COUNCIL OF WATERLOO, IOWA
REGULAR SESSION TO BE HELD AT
Harold E. Getty Council Chambers
Monday, February 17, 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, John Chiles, Ward 1 Council Member.

Approval of Agenda as proposed or amended.

Approval of Minutes of the February 3, 2025, Regular Council Session, as proposed or amended.

Retirement recognition for Brian Bowman.

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 Andrea McGeough, for tax exemptions on the construction of a new 10-unit apartment complex valued at \$1,800,000.00, for property located at 2539 W. 3rd Street, and located in the City Limits Urban Revitalization Area (CLURA).
3. Resolution approving award of bid to Peterson Contractors, Inc., of Reinbeck, Iowa, in the amount of \$1,565,749.39, approving the contract, bond and certificate of insurance, in conjunction with the FY 2023 Sunnyside Creek Improvements Wet Detention Pond and Channel Stabilization Project, Contract No. 1062, and authorizing the Mayor and City Clerk to execute said document.
4. Resolution setting date of public hearing as March 3, 2025, for the sale and conveyance of City-owned property, a portion of Miriams Park, located east of 3843 Sager Avenue, to Waterloo Schools, in the amount of \$1.00, and instruct the City Clerk to publish notice.
5. Resolution setting date of public hearing as March 3, 2025, on the proposition of the issuance of not to exceed \$4,200,000.00 General Obligation Bonds, for Essential Corporate Purposes, and instruct the City Clerk to publish notice.
6. Resolution setting date of public hearing as March 3, 2025, on the proposition of the issuance of not to exceed \$700,000.00 General Obligation Bonds, for General Corporate Purposes, and instruct the City Clerk to publish notice.
7. Resolution setting date of public hearing as March 3, 2025, on the proposition of the issuance of not to exceed \$900,000.00 General Obligation Bonds, for General Corporate Purposes, and instruct the City Clerk to publish notice.
8. Resolution setting date of public hearing as March 3, 2025, on the proposition of the issuance of not to exceed \$600,000.00 General Obligation Bonds, for General Corporate Purposes, and instruct the City Clerk to publish notice.
9. Resolution setting date of public hearing as March 3, 2025, for the sale and conveyance of city-owned property located at 1651 Sycamore Street in the amount of \$1.00, and to approve a Development Agreement with Crystal Distribution Services, Inc., with a Minimum Assessment Agreement of \$659,060.00 for the rehab of the existing building, and construction of a 5,000 square foot maintenance shop, and instruct the City Clerk to publish notice.

10. Resolution approving preliminary plans, specifications, form of contract, etc., setting date of bid opening as March 13, 2025, and date of public hearing as March 17, 2025, in conjunction with the FY 2025 Asphalt Overlay Program, Contract No. 1115, and instruct the City Clerk to publish notice.
11. Resolution approving preliminary plans, specifications, form of contract, etc., setting date of bid opening as March 6, 2025, and date of public hearing as March 17, 2025, in conjunction with the FY 2025 East and West San Marnan Drive Reconstruction Project, Contract No. 1116, and instruct the City Clerk to publish notice.
12. Resolution approving preliminary plans, specifications, form of contract, etc., setting date of bid opening as March 13, 2025, and date of public hearing as March 17, 2025, in conjunction with the FY 2025 ACC Reconstruction Project, Contract No. 1117, and instruct the City Clerk to publish notice.
13. Motion to approve the appointment of **Collin Widdel** from the current Civil Service List to the position of Mechanic in the Leisure Services Department, effective February 26, 2025.
14. Communication from the Library Department on the notice of the conclusion of employment of Sherry Frost, Library Aide, effective January 31, 2025, with recommendation of approval of payout of \$1,746.72 for unused benefits.
15. Communication from the Fire Department on the notice of the conclusion of employment of Michael Gibbons, Fire Lieutenant, effective January 6, 2025, with a recommendation of approval of payout of \$ 12,633.22 for unused benefits.
16. Communication from the Fire Department on the notice of the conclusion of employment of Shane Schellhorn, Fire Engineer, effective January 7, 2025, with recommendation of approval of payout of \$9,584.58 for unused benefits.
17. **Leona Middleton**, Board/Commission: Community Development Board, Expiration Date: February 17, 2028, [New].
18. **Angela Beck**, Board/Commission: Cultural and Arts Commission, Expiration Date: March 3, 2028, [New].
19. Motion to approve Change Order No. 3 with D.W. Zinser Co., Inc., of Walford, Iowa, in an amount of \$168.00 per ton to load, haul, and dispose of regulated asbestos containing material (RACM), as well as a lump sum cost of \$15,000.00 for use of a High Reach Demolition Excavator, and a lump sum cost of \$3,200.00 for abatement by hand tool methods the west elevation low roof area, in conjunction with property located at 2127 E. 4th Street (Saint Mary's Church and School) under Contract No. D-2024-10-02P, and authorizing the Mayor to execute said document.
20. Leisure Services Commission Board minutes of December 10, 2024.
21. Liquor Licenses
 - a. Casey's General Store #2866, 51 E. Tower Park Drive, Class E Retail Alcohol w/Sunday Sales (Renewal) Exp: 02/28/2026.
 - b. Dollar General #10073, 3815 University Avenue, Class B Retail Alcohol w/Sunday

Sales (Renewal) Exp: 02/28/2026.

c. Doughy Joeys Peetza Joynt, 300 W. 4th Street, Class C Retail Alcohol w/Outdoor Service and Sunday Sales (Renewal) Exp: 02/07/2026.

d. Fairfield Inn & Suites, 2134 LaPorte Road, Class B Retail Alcohol w/Sunday Sales (Renewal) Exp: 02/12/2026.

e. The Loft, 710 Jefferson Street, Class C Retail Alcohol w/Sunday Sales (Renewal) Exp: 01/30/2026.

f. Sam's Club #6514, 210 E, Tower Park Drive, Class E Retail Alcohol w/Sunday Sales (Renewal) Exp: 02/28/2026

22. Cigarette/Tobacco/Nicotine/Vapor Permits

a. Dollar General Store #30998, 5570 Washington Street.

PUBLIC HEARINGS

1. Request by Levi Architecture, on behalf of Troy's Sandwiches, for a Site Plan Amendment in the "S-1" Shopping Center District located at 3146 Kimball Avenue.

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

HOLD HEARING - No comments on file.

Motion to close public 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 amendment to Ordinance No. 5079, as amended, City of Waterloo Zoning Ordinance, by amending the Official Zoning Map referred to in Section 10-4-4, approving 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.

Motion to suspend the rules.

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

Submitted by: Noel Anderson, Community Planning and Development Director

2. Terminal Security Upgrades Project, Contract No. 5819.

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 confirming approval of specifications, bid documents, form of contract, etc., and authorizing to proceed.

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

Resolution approving award of bid to K & W Electric of Cedar Falls, Iowa in the amount of \$220,456.00, approving the contract, bonds, and certificate of insurance, in conjunction with the Terminal Security Upgrades Project, IDOT CSVI Contract No. 5819, and authorizing the Mayor and City Clerk to execute said documents.

Resolution approving award of bid to Peters Construction Corporation of Waterloo, Iowa in the amount of \$73,400.00, approving the contract, bonds, and certificate of insurance, in conjunction with the Secured Door Upgrades portion of the Terminal Security Upgrades Project, IDOT CSVI Contract No. 5819, and authorizing the Mayor and City Clerk to execute said documents.

Resolution approving award of bid to K & W Electric of Cedar Falls, Iowa in the amount of

\$126,121.00, approving the contract, bonds, and certificate of insurance, in conjunction with the Surveillance Camera Upgrades portion of the Terminal Security Upgrades Project, IDOT CSVI Contract No. 5819, and authorizing the Mayor and City Clerk to execute said documents.

Submitted by: Steven Kjergaard, Director of Aviation

3. FY 2024 Hawthorne Avenue Storm Sewer Lift Station Relief Well, Contract No. 1066.

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. 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.

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 authorizing 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, and authorizing the Mayor and City Clerk to execute said documents.

Resolution approving a Development Agreement with EIC Enterprises, LLC and Northeast Iowa Food Bank, Inc. for relocation of two homes, with a total of \$20,000 infill housing grant and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

RESOLUTIONS

1. Resolution establishing dates of fireworks use for July 4th and July 5th, 2025.

Submitted by: Quentin Hart, Mayor

2. Resolution establishing pet license fees.

Submitted by: Rob Duncan, Chief of Police

3. Resolution approving a software agreement with Docupet, in the amount of \$3,995.00, in conjunction with pet licensing services, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Rob Duncan, Chief of Police

4. Resolution approving a Professional Services Agreement with Tyler Technologies, in an amount not to exceed \$3,510.00, in conjunction with implementation and training of the New World Purchase Order Module, and authorizing the Mayor to execute said document.

Submitted by: Randy Bennett, Public Works Division Manager

5. Resolution approving a Levee Improvement Fund Grant application to the State of Iowa, in conjunction with the FY 2024 Hawthorne Avenue Storm Sewer Lift Station Relief Well Project, Contract No. 1066, and authorizing the Mayor to execute said document.

Submitted by: Jamie Knutson, City Engineer

6. Resolution approving an application to the Black Hawk County Metropolitan Planning Organization (MPO) for Transportation Alternatives Set-Aside Program Funding (TASA) for the Cedar Prairie Trail Replacement Project and directing the execution of said application by the Mayor and City Clerk.

Submitted by: Jamie Knutson, City Engineer

7. Resolution approving the Iowa Certified Local Government 2024 Annual Report, and authorizing the Mayor and Community Planning and Development Director to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

8. Resolution approving an acquisition contract with Emily D. and Arturo S. Miranda to acquire approximately 0.20 acres of land in the amount of \$22,095.00 and a financial processing fee of \$250.00, for a total amount of \$22,345.00, located north of 611 Jane Street, in conjunction with the Delane Creek Drainage Improvements Project, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

9. Resolution approving a Professional Services Agreement with Eocene Environmental Group, Inc., in an amount not to exceed \$3,800.00, to perform a Phase I Environmental Site Assessment for 100 East 4th Street, and authorizing the Mayor to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

10. Resolution approving the Development Agreement between Waterloo Development Corporation (WDC) and the City of Waterloo for the development of the Hard Courts Project on the Tech Works site, including grant of \$4,000,000 with payments over 3 years, and conveyance of WDC owned properties to the City of Waterloo, and authorize the Mayor and City Clerk to execute said documents.

Submitted by: Noel Anderson, Community Planning and Development Director

ORDINANCES

An ordinance amending the dog and cat licensing regulations.

ADJOURNMENT

Motion to adjourn.

Kelley Felchle
City Clerk