



**THE CITY COUNCIL OF WATERLOO, IOWA
REGULAR SESSION TO BE HELD AT
Harold E. Getty Council Chambers
Monday, March 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, Waterloo Boy Scouts Pack #3025.

Approval of Agenda as proposed or amended.

Approval of Minutes of the February 6, 2025, Special Council Session and the February 17, 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 award of hotel/motel tax council discretionary funds to the Waterloo Urban Farmers Market in the amount of \$15,000.00.
3. Resolution setting date of the proposed levy public hearing as April 7, 2025, at 4:30 p.m. to approve the proposed levy rates as required by the state, and instruct the City Clerk to publish notice.
4. Resolution setting date of public hearing as March 17, 2025, to receive public comments on the CAPER (Consolidated Annual Performance Report), and direct the City Clerk to publish notice.
5. Resolution setting date of public hearing as April 7, 2025, to hear public comment and approval of the proposed funding recommendations set forth by the Waterloo Housing Authority on the proposed 5-year Annual plan, the 2025 Administrative Plan, and the 2025-2029 ACOP Plan, and directing the City Clerk to publish notice.
6. Resolution setting date of public hearing as March 17, 2025, for approval of a Development Agreement with Iowa Heartland Habitat for Humanity, in conjunction with the sale and conveyance of 406 Randall Street located within the Church Row Neighborhood, with a grant of \$5,000.00 for infill housing development for the addition of a new single-family home, and instruct the City Clerk to publish notice.
7. Resolution approving preliminary plans, specifications, form of contract, etc., setting date of bid opening as March 27, 2025, and date of public hearing as April 7, 2025, in conjunction with the Passenger Boarding Bridge Project, FAA AIP 3-19-0094-057-2025, and direct City the Clerk to publish notice.
8. Resolution approving preliminary plans, specifications, form of contract, etc., setting date of bid opening as March 27, 2025, and date of public hearing as April 7, 2025, in conjunction with the Runway 18-36 Rehabilitation Within the Runway 12-30 Safety Area Project, FAA AIP 3-19-0094-0XX-2025, and direct the City Clerk to publish said notice.
9. Resolution approving preliminary plans, specifications, form of contract, etc., setting date of bid opening as March 27, 2025, and date of public hearing as April 7, 2025, in conjunction with providing Janitorial Services at the Waterloo Regional Airport, and direct the City Clerk to publish said notice.
10. Resolution approving award of bid to Cahoy Pump Service, Inc., of Sumner, Iowa, in the amount of \$349,931.00, approving the contract, bond and certificate of insurance, in

conjunction with the FY 2024 Hawthorne Avenue Storm Sewer Lift Station Relief Well, Contract No. 1066, and authorizing the Mayor and City Clerk to execute said document.

11. Communication from the Street Department on the notice of the conclusion of employment of Timothy Steimel, Equipment Operator II, effective January 31, 2025 with recommendation of approval of payout of \$1,745.25 for unused benefits.
12. Communication from the Fire Department on the notice of the conclusion of employment of Doug Dahlhauser, Fire Lieutenant, effective January 30, 2025 with recommendation of approval of payout of \$13,600.95 for unused benefits.
13. Communication from the Leisure Services Department on the notice of the conclusion of employment of Ronald Willis, Golf Maintenance II, effective January 31, 2025 with recommendation of approval of payout of \$3,321.01 for unused benefits.
14. Liquor Licenses
 - a. Buzz's Bar, 1016 Maynard Avenue, Class C w/Sunday Sales (Renewal) Exp:03/14/2026.
 - b. Cedar Valley Fish Market, 218 Division Street, Class C w/Sunday Sales (Renewal) Exp:01/25/2026.
 - c. Crossroads Cinema, 2450 Crossroads Boulevard, Class C w/Sunday Sales (Renewal) Exp: 03/14/2026.
 - d. El Patron Family Mexican Restaurant, 301 E. 4th Street, Class C w/Outdoor Service/Sunday Sales (Renewal) Exp: 02/28/2026.
 - e. Jim Lind Service, 230 E. Ridgeway Avenue, Class B w/Sunday Sales (Renewal) Exp: 04/07/2026.
 - f. King Star, 2035 Mitchell Avenue, Class B w Sunday Sales, (Renewal) Exp: 01/19/2026.
 - g. Laid Back Social Club, 501 Independence Avenue, Class C w/Sunday Sales (Renewal) Exp: 02/21/2026.
 - h. Local Bar Hop, 708 Jefferson Street, Class C w/Outdoor Service/Sunday Sales (Renewal) Exp: 02/21/2026.
 - i. National Cattle Congress, 250 Ansborough Avenue, Class C w/Outdoor Service/Catering/Sunday Sales (Renewal) Exp: 02/28/2026.
 - j. Waterloo Bucks, 850 Park Road, Class C w/Outdoor Service/Sunday Sales (Renewal) Exp: 11/01/2025.
15. Cigarette/Tobacco/Nicotine/Vapor Permits
 - a. New Star, 315 Fletcher Avenue.
 - b. Express Mart, 2027 Falls Avenue.
16. **Jeremy Kruth**, Board/Commission: Leisure Services, Expiration Date: March 3, 2028, [New].
17. **Ellen Vanderloo**, Board/Commission: Leisure Services, Expiration Date: March 3, 2028, [Renewal].
18. **Sandie Greco**, Board/Commission: Cultural and Arts Commission, Expiration Date: March 3, 2028, [Renewal].
19. **Ras Smith**, Board/Commission: Board of Adjustment, Expiration Date: March 3, 2030, [New].

PUBLIC HEARINGS

1. Sale and conveyance of City-owned property, a portion of Miriams Park, located east of 3843 Sager Avenue, to Waterloo Schools.

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

HOLD HEARING - 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, a portion of Miriams Park, located east of 3843 Sager Avenue, to Waterloo Schools, in the amount of \$1.00, with the retention of an access easement and utility easement as shown on the Plat of Survey, subject to the land being deeded to Waterloo Schools for continued use as open space, as well as use for an injection well for cooling system of the adjacent school building, and new controlled-access roadway for the new high school, with any future changes to these restrictions requiring Waterloo City Council approval after request by the Waterloo Community Schools, and authorizing the Mayor and City Clerk to execute said documents.

Submitted by: Noel Anderson, Community Planning and Development Director

2. 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.

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 affirming previous determination of an area of the City to be an area of slum and blight and an economic development area, determining that the development or redevelopment of said area is necessary in the interest of the public health, safety or welfare, designating said area as appropriate for an urban renewal project, and approving the plan amendment.

Submitted by: Noel Anderson, Community Planning and Development Director

3. Sale and conveyance of city-owned property located at 1651 Sycamore Street.

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 located at 1651 Sycamore Street, in the amount of \$1.00 to Crystal Distribution Services, Inc., and authorizing the Mayor and City Clerk to execute said documents.

Resolution approving a Development Agreement with Crystal Distribution Services, Inc., with a Minimum Assessment Agreement of \$659,060.00 for the rehabilitation of the existing building, and construction of a 5,000 square foot maintenance shop, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

4. FY2025 CIP Pipelining Phase V, Contract No. 1118.

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 Municipal Pipe tool Co., LLC of Hudson, Iowa in the amount of \$981,486.50, approving the contract, bonds, and certificate of insurance, in conjunction with the FY2025 CIP Pipelining Phase V, Contract No. 1118, and authorizing the Mayor and City Clerk to execute said documents.

Submitted by: Randy Bennett, Public Works Division Manager

RESOLUTIONS

1. Resolution approving a Purchase Agreement with KnowBe4, Inc., in the amount of \$31,414.50, for three years of security awareness and compliance training software and support, and authorizing the Mayor to execute said document.

Submitted by: Chris Youngblut, Information Services Director

2. Resolution approving an amendment to the Professional Services Agreement with AECOM Technical Services, Inc., of Waterloo, Iowa, in the amount of \$438,900.00 (previously approved for \$425,900.00), in conjunction with the Rehabilitate Runway 18/36 Design, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Steven Kjergaard, Director of Aviation

3. Resolution approving a contract with Black Hawk Sprinklers, Inc., of Waterloo, Iowa, in the amount of \$27,430.00, in conjunction with the server room dry foam sprinkler system, and authorizing the Mayor to execute said document.

Submitted by: Randy Bennett, Public Works Division Manager

4. Resolution approving Addendum No. 3 to the EN Communications Contract with EN Engineering, LLC of Warrenville, Illinois, in the amount of \$459,592.00 plus \$4,000.00 per month for inspectors' travel expenses, in conjunction with the EN Communications Contract - City of Waterloo Iowa - Project Management, Construction Management, Construction Inspection and Engineering Support Services 2025, and authorizing the Mayor to execute said document.

Submitted by: Randy Bennett, Public Works Division Manager

5. Resolution approving a Development Agreement with Crystal Distribution Services, Inc., with a Minimum Assessment Agreement of \$24,538,570.00, seventy percent property tax rebates for fifteen years, and a \$137,000.00 economic development grant, for the construction of a 42,000 square foot expansion, located at 1650 Sycamore Street, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

6. Request by A&D Auto Sales, LLC for an appeal of the City Engineer to allow automobiles to be parked in the city-owned right-of-way, located between the street and property line of 721-727 Birmingham Avenue in the "M-1" Light Industrial District.

Submitted by: Noel Anderson, Community Planning and Development Director

7. Resolution approving Supplemental Agreement No. 3 with AECOM Technical Services, Inc., of Waterloo, Iowa, in the amount of \$199,700.00, in conjunction with the FY 2023 Sunnyside Creek Improvements Wet Detention Pond and Channel Stabilization Project, Contract No. 1062, and authorizing the Mayor to execute said document.

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

8. Resolution approving a Professional Services Agreement with Terracon Consultants, Inc., of Cedar Falls, Iowa, in the amount not to exceed \$41,000.00 in conjunction with the FY 2024 Hawthorne Avenue Storm Sewer Lift Station Relief Well, Contract No. 1066, and authorizing the Mayor and City Clerk to execute said document.

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

9. Resolution approving an Construction Agreement with the Iowa Department of Transportation, in conjunction with the FY2023 Sunnyside Creek Improvements Wet Detention Pond and Channel Stabilization Project, Contract No. 1062, and authorizing the Mayor and City Clerk to execute said document.

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

ADJOURNMENT

Motion to adjourn.

Kelley Felchle
City Clerk