



**THE CITY COUNCIL OF WATERLOO, IOWA
REGULAR SESSION TO BE HELD AT
Harold E. Getty Council Chambers
Monday, April 21, 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, Mayor Quentin Hart.

Approval of Agenda as proposed or amended.

Approval of Minutes of the April 7, 2025, regular session and the April 7, 2025, Council Special 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 preliminary plans, specifications, form of contract, etc., resetting date of bid opening as April 24, 2025, and date of public hearing as May 5, 2025, rescinding Resolution 2025-148 in its entirety, in conjunction with the Passenger Boarding Bridge Replacement Project, No. FAA AIP 3-19-0094-057, and instruct the City Clerk to publish notice.
3. Resolution approving preliminary plans, specifications, form of contract, etc., setting date of bid opening as May 29, 2025, and date of public hearing as June 16, 2025, in conjunction with the FY 2025 Prefabricated Shelter at 512 University Avenue, Contract No. 1113, and instruct the City Clerk to publish notice.
4. Resolution setting date of public hearing as May 5, 2025, to approve a Site Plan Amendment request by Peters Construction on behalf of Waterloo Development Corporation to allow for a hard court community recreation center in the "M-2, P" Planned Industrial District located adjacent to 360 Westfield Avenue, along West Commercial Street, and instruct the City Clerk to publish notice.
5. Resolution setting date of public hearing as May 5, 2025, to approve a Site Plan Amendment request by Fehr Graham, on behalf of Northland Oil, to allow for construction of a parking lot in the "R-2, C-Z" Conditional Zoning District located across from 1000 Rainbow Drive, and instruct the City Clerk to publish notice.
6. Resolution setting date of public hearing as May 5, 2025, to approve a rezone request by Alycia Ludden to rezone approximately 7.33 acres from "A-1" Agricultural District to "R-2,R-P" Planned Residence District located at 2775 Logan Avenue, and instruct the City Clerk to publish notice.
7. Resolution setting date of public hearing as May 5, 2025, on the proposal to acquire right-of-way, permanent easements, and temporary easements for the La Porte Road Reconstruction Phase II Project, generally located on La Porte Road from just south of Plymouth Avenue to Hawthorne Avenue, and instruct the City Clerk to publish notice.
8. Resolution setting date of public hearing as May 5, 2025, to approve a Site Plan Amendment request by Olsson Engineers, on behalf of Veridian Credit Union, for the construction of a new 2,899 square foot banking facility in the "C-P" Planned Commercial District located at 2300 Logan Avenue, and instruct the City Clerk to publish notice.
9. Resolution approving Completion of Project and Recommendation of Acceptance of Work for work performed by LJ's Welding & Fabrication, Inc., of Waterloo, Iowa, in the amount of \$36,027.70, in conjunction with the Uni-Cue Handrail Project.

10. Motion to approve Change Order No. 9 with Woodruff Construction of Waterloo, Iowa, for a total increase of \$2,190.00, in conjunction with the FY 2023 Gates Park Improvements Project, Contract No. 1076, and authorizing the Mayor to execute said document.
11. Motion to approve Change Order No. 2 with Municipal Pipe Tool Co., LLC, of Hudson, Iowa, for a net decrease of \$123,855.71, in conjunction with FY 2024 CIP Pipelining Phase IVB1, Contract No. 1102, and authorizing the Mayor and City Clerk to execute said document.
12. Resolution approving Completion of Project and Recommendation of Acceptance of Work for work performed by Municipal Pipe Tool Co., LLC of Hudson, Iowa in the amount of \$17,992.32, in conjunction with the FY 2024 CIP Pipelining Phase IVB1 Project, Contract No. 1102, and receive and file a two-year maintenance bond.
13. Communication from the Finance Department on the notice of the conclusion of employment of Shaubhik Roy, Financial Analyst, effective March 27, 2025, with recommendation of approval of payout of \$1,407.84 for unused benefits.
14. Motion to approve the appointment of **Meagan Visser** from the current Civil Service List to the position of Financial Analyst in the Finance Department, effective April 28, 2025.
15. Liquor Licenses
 - a. Corks, 1956 Lafayette Street, class E w/Sunday Sales (New) Exp: 02/15/2026.
 - b. Jim's Food, 437 Sullivan Avenue, class E w/Sunday Sales (Renewal) Exp: 04/14/2026.
 - c. Prime Mart, 3535 Marigold Drive, Class E w/Sunday Sales (Renewal) Exp: 01/19/2026.
 - d. Ray's Supermarket, 1975 Franklin Street, Class C w/Sunday Sales (Renewal) Exp: 03/02/2026.
 - e. The Spot #3, 117 E. San Marnan Drive, Class C w/Sunday Sales (Renewal) Exp: 04/04/2026.
 - f. Tokyo Japanese Steakhouse, Inc., 1931 Sears Street, Class C w/Outdoor Service and Sunday Sales (Renewal) Exp: 02/13/2026.
 - g. Uni Mart, 1615 Bishop Avenue, Class E w/Sunday Sales (Renewal) Exp: 02/28/2026.
16. Cigarette/Tobacco/Nicotine/Vapor Permits
 - a. Pink Cloud Smoke Shop, 3026 Ansborough Avenue.
 - B. Walmart Store #1496, 1334 Flammang Drive.
17. Bonds.

PUBLIC HEARINGS

1. FYE 2026 Budget Hearing.

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 FY 2026 budget including total property tax askings of \$53,630,715.00 and a levy rate of \$21.79160 for the budget year ending June 30, 2026.

Submitted by: Bridgett Wood, Finance Director

2. Not to Exceed \$1,100,000 Sewer Revenue Capital Loan Notes (State of Iowa

Revolving Fund Sponsored Project).

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 instituting proceedings to take additional action for the authorization of one or more loan and disbursement agreements and the issuance of not to exceed \$1,100,000 Sewer Revenue Capital Loan Notes.

Submitted by: Bridgett Wood, Finance Director

3. Passenger Boarding Bridge Project, FAA AIP Grant No. 3-19-0094-057-2025.

The public hearing is canceled and rescheduled to May 5, 2025.

Submitted by: Steven Kjergaard, Director of Aviation

4. Rehabilitate Runway 18-36 Inside Runway 12-30 Safety Area, FAA AIP Grant No. 3-19-0094-0XX-2025.

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 Aspro, Inc. of Waterloo, Iowa in the amount of \$1,651,832.50, approving the contract, bonds, and certificate of insurance, in conjunction with the Rehabilitate Runway 18-36 Inside Runway 12-30 Safety Area, FAA AIP Grant No. 3-19-0094-0XX-2025, and authorizing the Mayor and City Clerk to execute said documents.

Submitted by: Steven Kjergaard, Director of Aviation

5. Request by Gregory H. Steffen, for a Site Plan Amendment in the "R-2" One and Two Family Residence District at 4192 Logan 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 Gregory H. Steffen, for a Site Plan Amendment to remove a Condition of Zoning, to allow for two additional homes in the "R-2" One and Two Family Residence District located southeast of 4192 Logan Avenue.

Motion to suspend the rules.

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

Submitted by: Noel Anderson, Community Planning and Development Director

6. Request by Panther Builders for a Site Plan Amendment in the "R-1, R-P" Planned Residence District located at Baltimore Field, between Hawthorne Avenue and Eureka Street.

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 Panther Builders for a Site Plan Amendment to allow for residential development with eighteen lots and two stormwater tracts in the "R-1, R-P" Planned Residence District located at Baltimore Field, between Hawthorne Avenue and Eureka Street.

Motion to suspend the rules.

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

Submitted by: Noel Anderson, Community Planning and Development Director

7. Request by International Paper for a Site Plan Amendment to the M-2,P Planned Industrial District to construct a 969,000 square foot manufacturing facility, located north of 3040 Leverage Road.

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 International Paper, for a Site Plan Amendment to construct a 969,000 square foot manufacturing facility in the "M-2,P" Planned Industrial District, located north of 3040 Leverage Road.

Motion to suspend the rules.

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

Submitted by: Noel Anderson, Community Planning and Development Director

8. Sale and conveyance of city-owned property located north of 2119 West 8th Street.

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 authorizing the sale and conveyance of city-owned property located north of 2119 West 8th Street to Arch Homes, LLC in the amount of \$5,000.00 to Arch Homes, LLC, and authorizing the Mayor and City Clerk to execute said documents.

Resolution approving a Development Agreement with Arch Homes, LLC, for the construction of a twin home, located north of 2119 West 8th Street, with a total of \$10,000.00 Infill Housing Grant and purchase price refund of \$5,000.00, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

9. Sale and conveyance of ten city-owned lots in the Church Row Neighborhood to Iowa Heartland Habitat for Humanity.

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 ten city-owned lots in the Church Row Neighborhood, to Iowa Heartland Habitat for Humanity, for the construction of thirteen new residential units, in the amount of \$1.00, and authorizing the Mayor and City Clerk to execute said documents.

Resolution approving a Development Agreement with Iowa Heartland Habitat for Humanity, with a grant of \$65,000.00 for infill housing development for the construction of thirteen new residential units, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

10. Request by 3 Stooges, LLC for a Site Plan Amendment to the "M-2,P" Planned Industrial District to construct a 50,000 square foot office/warehouse building at the southeast corner of Leverage Road and WARP Drive.

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 Site Plan Amendment request by 3 Stooges, LLC for a Site Plan Amendment for the construction of a 50,000 square foot office/warehouse building located in the "M-2, P" Planned Industrial District, at the southeast corner of Leverage Road and WARP Drive.

Motion to suspend the rules.

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

Submitted by: Noel Anderson, Community Planning and Development Director

RESOLUTIONS

1. Resolution approving a Master Services Agreement with OpenGov for building permit and inspections software, in the amount of \$112,340.17 for subscription and implementation, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Kelley Felchle, City Clerk

2. Resolution approving a Supplemental Agreement No. 7 with AECOM of Waterloo, Iowa in the amount of \$150,000.00, originally executed on April 8, 2015, in conjunction with the planning and engineering services to assist the Waste Management Services Department, and authorizing the Mayor to execute said document.

Submitted by: Randy Bennett, Public Works Division Manager

3. Resolution approving a three-year agreement between the Waterloo Regional Airport and GateKeeper Systems, Inc., of Eagan, Minnesota, in the amount of \$5,600.00 plus \$2,000.00 implementation fee in year one; \$5,650.00 in year two; \$5,700.00 in year three, for specialized software used to track required Terminal and Airfield inspections, and authorizing the Mayor to execute said document.

Submitted by: Steven Kjergaard, Director of Aviation

4. Resolution approving a revised Refundable Advance for Construction of Underground Electric Service Extension, originally approved by council on September 3, 2024 by Resolution No. 2024-534, in the amount of \$27,570.50 for use with MidAmerican Energy, for electric distribution to serve reconstructed pool at 801 Campbell Avenue, in conjunction with the FY 2024 Byrnes Aquatic Center Project, Contract No. 1077, and authorizing the Mayor to execute said document.

Submitted by: Todd Derifield, Leisure Services Interim Director

5. Resolution approving Byrnes Aquatic Center Rates.

Submitted by: Todd Derifield, Leisure Services Interim Director

6. Resolution approving a Services Agreement with MidAmerican Energy Company, of Des Moines, Iowa, in the estimated amount of \$6,100.00, in conjunction with the gas service extension to serve a reconstructed pool pump house at 801 Campbell Avenue, and authorizing the Mayor to execute said document.

Submitted by: Todd Derifield, Leisure Services Interim Director

7. Resolution approving an Easement Agreement in the amount of \$1.00 with the Waterloo Community School District, in conjunction with the new Waterloo High School Project, located at 1350 Katoski Drive, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

8. Request by Panther Builders for the Preliminary Plat of Baltimore Fields 2nd Addition, an 18-lot residential subdivision in the "R-1, R-P" Planned Residence District located at Baltimore Field, between Hawthorne Avenue and Eureka Street.

Submitted by: Noel Anderson, Community Planning and Development Director

9. Resolution approving an Early Access Agreement with International Paper Company, to allow certain development activities on land located at 3230 Leverssee Road, north of 3040 Leverssee Road, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

10. Resolution approving the Contracted Education Proposal for the Hartman Reserve Stormwater Education Program in the amount of \$2,540.69, and authorizing the Mayor to execute said document.

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

11. Resolution to approve a Right of Entry Agreement with Cedar Valley Corp. LLC, to have a temporary concrete batch plant, located near the southeast corner of Highway 20 and Ansborough Avenue, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Tim Andera, Economic Development Specialist

12. Resolution approving the Comprehensive Safety Action Plan (CSAP) and committing to the goal of eliminating traffic deaths and serious injuries by 2040 on streets and highways within the Downtown Waterloo area, and authorize the Mayor and City Clerk to execute said

document.

Submitted by: Noel Anderson, Community Planning and Development Director

ORDINANCES

1. An ordinance amending the City of Waterloo Traffic Code by amending sections pertaining to parking lots and parking ramps.

ADJOURNMENT

Motion to adjourn.

Kelley Felchle
City Clerk