



**THE CITY COUNCIL OF WATERLOO, IOWA
REGULAR SESSION TO BE HELD AT
Harold E. Getty Council Chambers
Monday, May 5, 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, Kelley Felchle, City Clerk.

Approval of Agenda, as proposed or amended.

Approval of Minutes of the April 21, 2025, Regular Council Session and the April 23, 2025, Special 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 setting date of public hearing as May 19, 2025, for an amendment to the FYE 2025 Budget, 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 2, 2025, in conjunction with the Waterloo Convention Center Furniture Project, and instruct the City Clerk to publish said notice.
4. Resolution approving fifteen FY 26 Quarter 1 and Quarter 2 Event and Partner Hotel/Motel Tax Grants, in the amount of \$83,600.00, as recommended by the Waterloo Convention and Visitors Bureau Board of Directors.
5. Resolution approving request to certify assessments for unpaid snow, weed mowing and lot clean-ups, for payments dated March 1, 2024 - March 1, 2025, in the amount of \$17,573.83, for properties listed on attached exhibit "A".
6. Resolution approving the request of Tom Hansen for a waiver for a concrete driveway, located at 365 Four Seasons Drive, with the elimination of the sidewalk section due to inability to meet grade requirements.
7. Resolution setting date of public hearing as May 19, 2025, to approve a request by Mizu Ramen Iowa, LLC for a Site Plan Amendment to allow for changes in use in the "C-1, C-Z" Conditional Zoning District located at 1021 Peoples Square, and instruct the City Clerk to publish notice.
8. Motion to approve Change Order No. 1 with Peterson Contractors, Inc., of Reinbeck, Iowa, for a net increase of \$34,625.00, 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.
9. Communication from the Fire Department on the notice of the conclusion of employment of Brad Purdy, Firefighter, effective April 3, 2025, with recommendation of approval of payout of \$22,773.67 for unused benefits.
10. Communication from the Fire Department on the notice of the conclusion of employment of Dave Hook, Fire Engineer, effective April 3, 2025, with recommendation of approval of payout of \$2,738.03 for unused benefits.
11. Communication from the Fire Department on the notice of the conclusion of employment of Dave Floyd, Fire Engineer, effective April 11, 2025, with recommendation of approval of

payout of \$22,629.30 for unused benefits.

12. Communication from the Waste Management Department on the notice of the conclusion of employment of Timothy Sahr, Sewer Maintenance, effective April 1, 2025, with recommendation of approval of payout of \$2,090.81 for unused benefits.
13. Motion to receive and file Leisure Services Commission Board minutes of March 11, 2025.
14. Motion to receive and file Airport Board minutes of March 26, 2025.
15. Motion to receive and file Grout Museum funding reports of July 2024 - March 2025.
16. Liquor Licenses
 - a. Anton's Garden, 518 Sycamore Street, Class C w/Outdoor Service and Sunday Sales (Renewal) Exp: 04/30/2026.
 - b. Babes Tap, 210 Division Street, Class C w/Sunday Sales (Renewal) Exp: 03/14/2026.
 - c. Basal Pizza, 225 W. 4th Street, Class C w/Outdoor Service and Sunday Sales (Renewal) Exp: 04/30/2026.
 - d. Behar Bar, 312 W. 4th Street, Class C w/Sunday Sales (Renewal) Exp: 04/30/2026.
 - e. Casey's #2427, 3035 Logan Avenue, Class E w/Sunday Sales (Renewal) Exp: 06/14/2026.
 - f. Casey's #2867, 2424 Ranchero Road, Class E w/Sunday Sales (Renewal) Exp: 06/14/2026.
 - g. CVS/Pharmacy #8544, 1825 E. San Marnan Drive, Class E w/Sunday Sales (Renewal) Exp: 05/31/2026.
 - h. Golden Dhina Restaurant, 106 Brookeridge Drive, Class C w/Sunday Sales (Renewal) Exp: 05/04/2026.
 - i. Jim Lind Service, 230 East Ridgeway Avenue, Class B w/Sunday Sales (Renewal) Exp: 04/07/2026.
 - j. Linn Mart, 926 Linn Street, Class B w/Sunday Sales (New) Exp: 04/20/2026.
 - k. Lost Island Theme Park, 2600 E. Shaulis Road, Class C w/Outdoor Service and Sunday Sales (New) Exp: 01/12/2026.
 - l. Lost Island Water Park, 2225 E. Shaulis Road, Class C w/Outdoor Service and Sunday Sales (New) Exp: 01/12/2026.
 - m. The Olive Garden, 1315 E. San Marnan Drive, Class C w/Sunday Sales (Renewal) Exp: 05/28/2026.
 - n. Sycamore Convenience, 617-619 Sycamore Street, Class E w/Sunday Sales (Renewal) Exp: 03/11/2026.
17. Cigarette/Tobacco/Nicotine/Vapor/Device Permits
 - c. 7 Star Liquor & Tobacco, 2844 University Avenue. (Retail Tobacco)
 - b. Fareway Stores #951, 40 W. San Marnan Drive. (Retail Tobacco)
 - c. Pink Cloud Smoke Shop, 3026 Ansborough Avenue. (Device)
 - d. R Smoke Plus Waterloo, 3620 Kimball Avenue. (Retail Tobacco)
 - e. R Smoke Plus Waterloo, 3620 Kimball Avenue. (Device)
 - f. Tobacco & Vape, 3821 University Avenue. (Retail Tobacco)
18. Bonds.

PUBLIC HEARINGS

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

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 and refer to the Aviation Director for further review.

Submitted by: Steven Kjergaard, Director of Aviation

2. FY 2025 South Hills Golf Course Maintenance Building Contract No. 1130.

Motion to receive and file proof of publication and 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 specifications, bid documents, form of contract etc., and authorizing to proceed.

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

Resolution awarding bid to Mätt Construction of Sumne, Iowa, in the amount of \$230,958.00 in conjunction with the construction of the FY 2025 South Hills Golf Course Maintenance Building Contract No. 1130.

Submitted by: Todd Derifield, Leisure Services Interim Director

3. Acquisition of property (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.

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 to proceed with the La Porte Road Reconstruction Phase II Project, to make final selection of the location, to authorize funding for the public improvement project, and determine that there is a reasonable expectation the city will be able to achieve its public purpose, comply with all applicable standards, and obtain the necessary permits, and authorizing the use of condemnation procedures for acquisition of property interests in furtherance of the project objectives, and to establish the amount of just compensation.

Submitted by: Noel Anderson, Community Planning and Development Director

4. Request by Peters Construction on behalf of Waterloo Development Corporation for a Site Plan Amendment to allow for a community recreation center (Hard Courts) in the "M-2, P" Planned Industrial District located adjacent to 360 Westfield Avenue, along West Commercial 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 Site Plan Amendment

request by Peters Construction on behalf of Waterloo Development Corporation to allow for a community recreation center (Hard Courts) in the “M-2, P” Planned Industrial District located adjacent to 360 Westfield Avenue, along West Commercial 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

5. 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.

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 amending 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 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.

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

6. Request by Olsson Engineers on behalf of Veridian Credit Union for a Site Plan Amendment for the construction of a new 2,899 square foot banking facility in the “C-P” Planned Commercial District located at 2300 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 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.

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 Fehr Graham on behalf of Northland Oil for a Site Plan Amendment to allow for construction of a parking lot in the “R-2, C-Z” Conditional Zoning District located across from 1000 Rainbow 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 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.

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. Street Department Asphalt Emulsions Seal Coat Program.

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 Bituminous Materials of Des Moines, Iowa, in an amount not to exceed \$277,100.00, approving the contract, bonds, and certificate of insurance, in conjunction with the Street Department Asphalt Emulsions Seal Coat Program, and authorizing the Mayor and City Clerk to execute said documents.

Submitted by: Randy Bennett, Public Works Division Manager

9. FY 2026 Sidewalk Inspection and Repair Program - Zone 5A.

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 proposed repairs to sidewalk.

Resolution adopting Proposed Resolution of Necessity, as proposed or amended.

Submitted by: Jamie Knutson, City Engineer

10. Park Avenue Bridge Marker, Contract 1121.

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 City Clerk to read bids.

Resolution approving award of bid to NB Koch Construction, of Cedar Falls, Iowa, in the amount of \$141,000.00, approving the contract, bond and certificate of insurance, in conjunction with the Park Avenue Bridge Marker, Contract No. 1121, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Jamie Knutson, City Engineer

RESOLUTIONS

1. Resolution of the City of Waterloo, Iowa, authorizing official banking signatures.

Submitted by: Bridgett Wood, Finance Director

2. Resolution approving and authorizing Amendment to Loan and Disbursement Agreement by and between the City of Waterloo and the Iowa Finance Authority, and authorizing and providing for the reissuance of the \$8,105,000.00 (original amount) Sewer Revenue Capital Loan Note, Series 2022A (Rate Reduction for Sponsored Project).

Submitted by: Bridgett Wood, Finance Director

3. Resolution approving and authorizing Amendment to Loan and Disbursement Agreement by and between the City of Waterloo and the Iowa Finance Authority, and authorizing and providing for the reissuance of the \$7,948,000.00 (original amount) Sewer Revenue Capital Loan Note, Series 2024A (Rate Reduction for Sponsored Project).

Submitted by: Bridgett Wood, Finance Director

4. Resolution approving and authorizing a form of Loan and Disbursement Agreement by and between the City of Waterloo, Iowa, and the Iowa Finance Authority, and authorizing and providing for the issuance and securing the payment of \$517,000.00 Sewer Revenue Capital Loan Notes, Series 2025F of the City of Waterloo, Iowa, under the provisions of the Code of Iowa, and providing for a method of payment of said Notes.

Submitted by: Bridgett Wood, Finance Director

5. Resolution approving and authorizing a form of Loan and Disbursement Agreement by and between the City of Waterloo, Iowa, and the Iowa Finance Authority, and authorizing and providing for the issuance and securing the payment of \$530,000.00 Sewer Revenue Capital Loan Notes, Series 2025E of the City of Waterloo, Iowa, under the provisions of the Code of Iowa, and providing for a method of payment of said Notes.

Submitted by: Bridgett Wood, Finance Director

6. Resolution Appointing Paying Agent, Bond Registrar, and Transfer Agent, Approving the Paying Agent and Bond Registrar and Transfer Agent Agreement and Authorizing the Execution of the Agreement.

Submitted by: Bridgett Wood, Finance Director

7. Resolution authorizing and providing for the issuance, and levying a tax to pay the Bonds; Approval of the Tax Exemption Certificate and Continuing Disclosure Certificate.

Submitted by: Bridgett Wood, Finance Director

8. Resolution Appointing Paying Agent, Bond Registrar, and Transfer Agent, Approving the Paying Agent and Bond Registrar and Transfer Agent Agreement and Authorizing the Execution of the Agreement.

Submitted by: Bridgett Wood, Finance Director

9. Resolution authorizing and providing for the issuance, and levying a tax to pay the Bonds; Approval of the Continuing Disclosure Certificate.

Submitted by: Bridgett Wood, Finance Director

10. Resolution approving a Renewal Agreement with National Insurance Services for fees associated with life and long-term disability policies, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Lance Dunn, Human Resources Director

11. Resolution approving a Professional Services Contract with Employee and Family Resources of Des Moines, Iowa, in the amount of \$12,720.00, to continue to provide an Employee Assistance Program, and authorizing the Mayor to execute said document.

Submitted by: Lance Dunn, Human Resources Director

12. Resolution approving a Professional Services Agreement with Strand Associates of Madison, Wisconsin, in the amount of \$600,000.00, in conjunction with the Design Services Anaerobic Lagoon Modifications, and authorizing the Mayor to execute said document.

Submitted by: Randy Bennett, Public Works Division Manager

13. Resolution approving an amendment to a Development and Minimum Assessment agreement with Hydrite Chemical Co., located at 2815 WCF&N Drive, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

14. Resolution approving Amendment No. 1 with AECOM Technical Services, Inc., of Waterloo, Iowa, with no change to the total agreement amount, in conjunction with the Airline Terminal Parking Canopy Structures Construction Related Services Agreement dated December 18, 2023, and authorizing the Mayor to execute said document.

Submitted by: Steven Kjergaard, Director of Aviation

15. Resolution approving agreements with ACCO Unlimited Corp. to supply certified chemicals (Liquid Chlorinated Solution and Muratic Acid) and equipment associated with the treatment of water at Byrnes Aquatic Center, Gates Park Splash Pad, and Sportsplex Pool.

Submitted by: Todd Derifield, Leisure Services Interim Director

16. Resolution approving a Farm Lease Agreement, expiring December 31, 2025, with John R. Wolfe, to farm fourteen acres of land for \$4,200.00, located west of 4634 Kimball Avenue, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

17. Resolution to approve a 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

18. Resolution approving an Amendment to the Development Agreement with PWM 1 Warehouse, to amend the percentage of property tax rebates for years twelve through seventeen in the rebate schedule, for a building located at 3460 Marnie Avenue, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

19. Resolution approving an amendment to the development agreement with Baltimore Fields, LLC, for a new residential subdivision located between Hawthorne Avenue and Eureka Street, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

20. Resolution approving Elev8te Housing Policies 2025 for the City of Waterloo.

Submitted by: Noel Anderson, Community Planning and Development Director

21. Resolution approving an Amendment to a Development Agreement with Steven and Yvonne Smith, amending Section 8 to include a grant of \$12,000.00 for the replacement and installation of a new fence on the property at 2324 Maynard Avenue, and authorizing the Mayor and City Clerk to execute said documents.

Submitted by: Noel Anderson, Community Planning and Development Director

ORDINANCES

- 1. 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, 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

ADJOURNMENT

Motion to adjourn.

Kelley Felchle
City Clerk