THE CITY COUNCIL OF WATERLOO, IOWA
REGULAR SESSION TO BE HELD AT
Harold E. Getty Council Chambers
Monday, July 7, 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, Wrad 1 Council member.

Approval of Agenda as proposed or amended.

Approval of Minutes of the June 16, 2025, regular Council Session, and the June 27, 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 authorizing an exception to the City of Waterloo's Purchasing Policy, to approve the purchase of one 2025 Type I Superliner 171-inch Body Ford F-550 Ambulance from Life Line Emergency Vehicles of Sumner, Iowa, in the amount of $397,264.00.

3. Resolution approving the request of Jennifer Portillo, for a waiver for a concrete driveway, located at 1579 Bowers Street, and authorizing the construction of a concrete driveway and placing a driveway or sidewalk on the city right-of-way on an unimproved street.

4. Resolution setting date of public hearing as July 21, 2025, to approve a request by the City of Waterloo to rezone approximately 0.19 acres from “C-2” Commercial District to “R-3” Multiple Residence District to allow Iowa Heartland Habitat for Humanity to split two lots into three, but maintain a single zoning on the three lots located at 512 Almond Street, and instruct the City Clerk to publish notice.

5. Resolution setting date of public hearing as July 21, 2025, to approve a Site Plan Amendment request by Cedar River Contractors, on behalf of K-W Electric, for the construction of a 29,900 square foot manufacturing, warehouse, and office building located east of 180 Warp Drive, and instruct the City Clerk to publish notice.

6. Resolution setting date of public hearing as July 21, 2025, to approve a vacate request by the City of Waterloo to vacate a 20-foot drainage easement on Lots 4 and 5 of Warp 2nd Addition in the “M-2,P” Planned Industrial District located at and adjacent to 4050 Leversee Road, and instruct the City Clerk to publish notice.

7. Resolution approving preliminary plans, specifications, form of contract, etc., setting date of bid opening as July 10, 2025, and date of public hearing as July 21, 2025, in conjunction with Asbestos Abatement Services, Contract AB-2025-07-09P, and instruct the City Clerk to publish notice.

8. Motion to approve Change Order No. 22 with ITG Communications, LLC, of Hendersonville, Tennessee, for a net decrease of $215,078.15, 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.

9. Motion to approve the appointment of **Tatiana Moore** from the current Civil Service List to the position of Housing Coordinator in the Housing Authority, effective July 7, 2025.

10. Motion to approve the appointment of **Jennifer McGee** from the current Civil Service List to the position of Housing Coordinator in the Housing Authority, effective July 7, 2025.

11. Motion to approve the appointment of **Safiah Elahi** to the position of Traffic Operations Director in the Public Works Department, effective July 8, 2025.

12. Motion to approve the appointment of **Isaac Schimmels** from the current Civil Service List to the position of Equipment Operator II in the Street Department, effective July 8, 2025, conditioned on passing a pre-employment physical and drug testing.

13. Motion to approve the appointment of **Lorenzo Jackson** from the current Civil Service List to the position of Equipment Operator II in the Street Department, effective July 7, 2025.

14. Motion to approve the appointment of **Ryan Black** from the current Civil Service List to the position of Equipment Operator II in the Street Department, effective July 7, 2025.

15. Motion to approve the appointment of **Brett Reiter** from the current Civil Service List to the position of Equipment Operator II in the Street Department, effective July 7, 2025.

16. Motion to approve the appointment of **Dirk Wolff** from the current Civil Service List to the position of Equipment Operator II in the Street Department, effective July 7, 2025.

17. **Ellen Shay,** Board/Commission: Cultural and Arts Commission, Expiration Date: July 7, 2028, [New].

18. **Addyson Kaune,** Board/Commission: Human Rights Commission, Expiration Date: July 7, 2028, [New].

19. **Dennis Hart,** Board/Commission: Human Rights Commission, Expiration Date: July 7, 2028, [New-full].

20. **Angel Stigler,** Board/Commission: Human Rights Commission, Expiration Date: July 7, 2028, [New].

21. Communication from the Housing Department on the notice of the conclusion of employment of Janet Wessels, Housing Coordinator, effective June 6, 2025, with recommendation of approval of payout of $7,198.59 for unused benefits.

22. Communication from the Community Development Department on the notice of the conclusion of employment of Indira Krusko, Intake Specialist, effective June 3, 2025, with recommendation of approval of payout of $1,083.76 for unused benefits.

23. Communication from the Traffic Department on the notice of the conclusion of employment of Brandon Hodgin, Signal Technician I, effective June 6, 2025, with recommendation of approval of payout of $4,000.90 for unused benefits.

24. Motion to approve Recycling Yard License applications as listed in Exhibit A.

25. Motion to deny Recycling Yard License application of Litzkow Auto Recyclers, Inc., 1720 Black Hawk Road.

26. Motion to approve the Application for Fireworks Display: Lost Island Water Park, 2225 E. Shaulis Road, July 25, 2025, beginning at 9:30-9:50 p.m.

27. Motion to receive and file Airport Board minutes of April 14, 2025.

28. Motion to receive and file Airport Board minutes of May 28, 2025.

29. **Liquor Licenses**
    a. 7 Star Liquor & Tobacco, 2844 University Avenue, Class E w/Sunday Sales (New) Exp: 05/31/2026.
    b. Applebee's Neighborhood Grill & Bar, 2780 Crossroads Boulevard, Class C w/Sunday Sales (Ownership Update) Exp: 06/23/2026.
    c. BP Fuel, 127 Jefferson Street, Class E w/Sunday Sales (Renewal) Exp: 05/29/2026.
    d. Buramba, LLC, 1010 E. Mitchell Avenue, Class C w/Sunday Sales, (New) Exp: 04/14/2026.
    e. Edo's Sports Bar, 110 E. 11th Street, Class C w/Sunday Sales (Renewal) Exp: 05/07/2026.
    f. Flirts Gentlemen's Club, 319 Jefferson Street, Class C w/Sunday Sales (Renewal) Exp: 06/10/2026.
    h. Iron Horse Saloon, 303 W. 4th Street, Class C w/Sunday Sales (Renewal) Exp: 06/05/2026.
    i. Light House Lounge, 1307 W. 5th Street, Class C w/Sunday Sales (Renewal) Exp: 06/28/2026
    j. Love's Travel Stop #702, 3301 Greyhound Drive, Class C w/Sunday Sales (New) Exp: 04/29/2026.
    k. Metro Mart #1, 3201 W. 4th Street, Class B, w/Sunday Sales (Renewal) Exp: 07/06/2026.
    l. Metro Mart #4, 2332 Falls Avenue, Class E, w/Sunday Sales (Renewal) Exp: 06/30/2026.
    m. Prime Mart #3, 1008 La Porte Road, Class E, w/Sunday Sales (Renewal) Exp: 06/12/2026.
    n. Starbeck's Smokehouse, 250 Westfield Avenue, Class C, w/Outdoor Service and Sunday Sales (Renewal) Exp: 06/20/2026.
    o. WCA Building and Amphitheatre, 225 Commercial Street, Class C, w/Outdoor Service and Sunday Sales (Renewal) Exp: 06/21/2026.

30. **Cigarette/Tobacco/Nicotine/Vapor Permits**
    a. Shwe Nyiko Market, 911 Commercial Street. (Retail Tobacco)
    b. SK Minimart, 306 Byron Avenue. (Retail Tobacco)

31. Bonds.

PUBLIC HEARINGS

1. **Sale and conveyance of city-owned property located southeast of 155 Warp Drive, in the amount of $1.00, to BKKS Holdings LLC, including approval of a Development Agreement.**

   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 sale and conveyance of city-owned property, located southeast of 155 Warp Drive, to BKKS Holdings LLC, in the amount of $1.00, and authorizing the Mayor and City Clerk to execute said documents.
   Resolution approving a Development Agreement with BKKS Holdings LLC, for the construction of a total of 94,100 square feet of storage development on Lots 34-39 (6.5 acres) of Warp 4th Addition, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

2. **Sale and conveyance of city-owned property located at 512 N. Barclay Street, in the amount of $15,200.00, to Dhani RE Investments LLC, including approval of a Development Agreement for the rehabilitation of the home.**

   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 the sale and conveyance of City property located at 512 N. Barclay Street, in the amount of $15,000.00, to Dhani RE Investments LLC, and authorizing the Mayor and City Clerk to execute said documents.
   Resolution approving a Development Agreement with Dhani RE Investments, LLC in conjunction with the rehabilitation of 512 N. Barclay Street, including a grant of $5,000.00 for partial purchase price refund and a grant of $5,000.00 for infill housing development, and authorizing the Mayor and City Clerk to execute said document.

   Submitted by: Noel Anderson, Community Planning and Development Director

3. **Demolition and Site Clearance Services, Contract No. D-2025-06-03P.**

   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 to Thome Excavating & Grinding of La Porte City, Iowa, in the amount of $47,781.20, approving the contract, bond, and certificate of insurance, in conjunction with Demolition and Site Clearance Services, Contract No. D-2025-06-03P, and authorizing the Mayor and City Clerk to execute said documents.

   Submitted by: Noel Anderson, Community Planning and Development Director

4. **FY 2026 Airport Fence Relocation Project, Contract No. 1133.**

   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 Peterson Contractors, Inc. of Reinbeck, Iowa in the amount of $317,080.00, approving the contract, bond and certificate of insurance, in conjunction with the FY 2026 Airport Fence Relocation Project, Contract No. 1133, and authorizing the Mayor and City Clerk to execute said document.

   Submitted by: Jamie Knutson, City Engineer

5. **FY 2025 Prefabricated Shelter, Contract No. 1113**

   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 and forward to the City Engineer for review.

Submitted by: Jamie Knutson, City Engineer

RESOLUTIONS

1. Resolution approving a 28E Agreement with Black Hawk County, Iowa to jointly fund, construct and share a law enforcement lab facility, and authorizing the Mayor and City Clerk to execute said document

   Submitted by: Rob Duncan, Chief of Police

2. Resolution approving an agreement with Black Hawk Sprinklers, Inc. of Waterloo, Iowa, in the amount of $40,730.00, in conjunction with the server room dry foam sprinkler system, and authorizing the Mayor to execute said documents.

   Submitted by: Randy Bennett, Public Works Division Manager

3. Resolution approving a Cooperative Services Agreement with USDA Wildlife Services to minimize wildlife-related property damage and risk to human health and safety, and authorizing the Mayor to execute said document.

   Submitted by: Todd Derifield, Leisure Services Interim Director

4. Resolution approving Supplemental Agreement No. 2, with AECOM, Inc., of Waterloo, Iowa, in an amount not to exceed $35,300.00, for a Traffic Engineering Study in conjunction with the 4th, 5th, and 6th Street Conversion, and authorizing the Mayor to execute said document.

   Submitted by: Jamie Knutson, City Engineer

5. Resolution approving a Joint Project Agreement with the Waterloo Community School District, to reimburse the City for design and construction costs for roadwork associated with the new high school, and authorizing the Mayor and City Clerk to execute said document.

   Submitted by: Jamie Knutson, City Engineer

6. Resolution approving a Professional Services Agreement with AECOM, Inc., of Waterloo, Iowa, in an amount not to exceed $80,900.00 for construction-related services in conjunction with the FY 2026 Airport Fence Relocation Project, Contract No. 1133, and authorizing the Mayor and City Clerk to execute said document.

   Submitted by: Jamie Knutson, City Engineer

7. Resolution approving a Development Agreement with 3350 University Avenue, LLC, for tax exemptions for the rehab of an existing building into fifty-eight multiple family units, with a $5,000.00 infill incentive for each unit totaling $290,000.00, with a minimum assessed value of $2,500,000.00, located at 3350 University Avenue, which is within the Consolidated Urban Revitalization Area, and authorizing the Mayor and City Clerk to execute said

document.

Submitted by: Noel Anderson, Community Planning and Development Director

8. Resolution to approve a request by VJ Engineering on behalf of 3 Stooges, LLC for the Preliminary Plat of Martin Road Subdivision, a 3-lot industrial subdivision in the "M-2-P" Planned Industrial District located at 1330-1350 Martin Road.

   Submitted by: Noel Anderson, Community Planning and Development Director

9. Resolution approving a Development Agreement with Iowa Capital Partners, LLC, for tax exemptions for the construction of a 110-unit assisted senior living center, with a minimum assessed value of $14,000.000.00, located at 707 Tower Park Drive, which is within the City Limits Urban Revitalization Area, and authorizing the Mayor and City Clerk to execute said document.

   Submitted by: Noel Anderson, Community Planning and Development Director

10. Resolution of support for an application by Martin Flats, LLC, for the Iowa Historic Tax Credit Program to the Iowa Economic Development Authority, to construct two market-rate upper-story apartments, located at 319 East 4th Street, including an economic development grant of $199,000.00, and property tax rebates of fifteen years at seventy percent, as approved by the City Council by Resolution No. 2023-744, on November 20, 2023.

    Submitted by: Noel Anderson, Community Planning and Development Director

11. Resolution granting the United States Department of Commerce (DOC), Economic Development Administration (EDA) certain financial assurances in conjunction with a disaster recovery grant application.

    Submitted by: Noel Anderson, Community Planning and Development Director

12. Resolution approving an amendment to the Development Agreement and Minimum Assessment Agreement with FDP OC, LLC, originally approved on October 1, 2024, for the City to acquire a portion of the property located at 503 Commercial Street for future downtown development, and authorizing the Mayor and City Clerk to execute said amendment.

    Submitted by: Noel Anderson, Community Planning and Development Director

13. Resolution approving a Development Agreement with RAP, LLC, for the construction of a 4,200 square foot commercial building with a minimum assessed value of $273,000.00, located south of 3135 Marnie Avenue, and authorizing the Mayor and City Clerk to execute said document.

    Submitted by: Noel Anderson, Community Planning and Development Director

14. Resolution to approve a request for a Minor Site Plan Amendment by Prairie Rapids Square II, LLC to change a previously approved site plan to now remove four detached garages, each having six separate spaces, having a total of twenty-four separate garages, and now pave that area for twenty-nine outdoor parking spaces, located east of 3121 Kimball Avenue (AutoZone).

    Submitted by: Noel Anderson, Community Planning and Development Director

CLOSED SESSION

Closed Session on the purchase of real estate pursuant to Iowa Code Section 21.5(1)(j).

ADJOURNMENT

Motion to adjourn.

Kelley Felchle
City Clerk