



**THE CITY COUNCIL OF WATERLOO, IOWA  
REGULAR SESSION TO BE HELD AT  
Harold E. Getty Council Chambers  
Monday, July 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, Steve Simon, At-Large Council Member.

**Approval of Agenda as proposed or amended.**

**Approval of Minutes of the July 7, 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 setting date of public hearing as August 4, 2025, for an amendment to the FYE 2026 Budget, and direct the City Clerk to publish notice.
3. Resolution re-setting date of public hearing as August 4, 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 Leverage Road, and instruct the City Clerk to publish notice.
4. Resolution setting date of public hearing as August 4, 2025, to approve a rezone request by Malcolm Cleope to rezone approximately 0.27 acres of land from "C-2" Commercial District to "C-2, C-Z" Conditional Zoning District to allow for an aquaculture shrimp farming wholesale business located at 2625 Falls Avenue, and instruct the City Clerk to publish notice.
5. Resolution approving award of bid to BBB FLOW CO. DBA USTDW, of Walford, Iowa, in the amount of \$205,950.00, approving the contract, bond and certificate of insurance, in conjunction with the FY 2025 Prefabricated Shelter, Contract No. 1113, and authorizing the Mayor and City Clerk to execute said document.
6. Resolution accepting FAA AIP Grant No. 3-19-0094-058-2025, in the amount of \$93,670.00, for Update Pavement Maintenance Management System, and authorizing the Mayor and City Attorney to execute said document.
7. Resolution accepting FAA AIP Grant No. 3-19-0094-057-2025, in the amount of \$2,205,204.00, for Replacement of Passenger Boarding Bridge and Fixed Walkway and Remark Terminal Apron, and authorizing the Mayor and City Attorney to execute said document.
8. Resolution to accept the Community Development Block Grant award with the Iowa Department of Economic Development, Contract No. 20-CVE 016 in an amount not to exceed \$126,500.00, and authorizing the Mayor to execute said document.

Submitted by: Rudy Jones, Community Development Director

9. Motion to approve Change Order No. 2 with Peters Construction Corporation of Waterloo, Iowa, for a total increase of \$23,567.78, in conjunction with the FY 2024 Byrnes Aquatic Center, Contract No. 1077, and authorizing the Mayor to execute said document.
10. Motion to approve Change Order No. 05 with Peterson Contractors, Inc., of Reinbeck, Iowa, for a net increase of \$25,143.00, in conjunction with FY 2024 La Porte Road Improvements,

Phase I Project, Contract No. 1016, DOT Contract No. STBG-SWAP-8155(760)--SG-07, and authorizing the Mayor and City Clerk to execute said document.

11. Motion to approve Change Order No. 08 with Peterson Contractors, Inc., of Reinbeck, Iowa, for a net increase of \$25,236.39, in conjunction with FY 2022 Park Avenue Bridge Replacement Project, Contract No. 1013, DOT Contract No. BRM-CHBP-8155(771)--NB-07, and authorizing the Mayor and City Clerk to execute said document.
12. Motion to approve Change Order No. 07 with Peterson Contractors, Inc., of Reinbeck, Iowa, for a net increase of \$45,232.12, in conjunction with FY 2022 Park Avenue Bridge Replacement Project, Contract No. 1013, DOT Contract No. BRM-CHBP-8155(771)--NB-07, and authorizing the Mayor and City Clerk to execute said document.
13. Motion to approve Recycling Yard License applications as listed in Exhibit A.
14. Communication from the Police Department on the notice of the conclusion of employment of Gregory Erie, Police Sergeant, effective June 30, 2025, with recommendation of approval of payout of \$15,968.16 for unused benefits.
15. **Cameron Campbell**, Board/Commission: Community Development Board, Expiration Date: June 18, 2028, [Renewal].
16. Motion to approve appointment of **Aaron McClelland** to the position of Assistant Police Chief in the Waterloo Police Department, effective July 22, 2025.
17. **Lisa Munoz**, Board/Commission: Human Rights, Expiration Date: January 18, 2028, [Renewal].
18. Leisure Services Commission Board minutes of May 13, 2025.
19. **Liquor Licenses**
  - a. Benevolent & Protective Order of Elks#290, 407 E. Park Avenue, Class C w/Outdoor Service and Sunday Sales (Renewal) Exp:06/30/2026.
  - b. Brenda's Park Road Inn, 306 Park Road, Classs C w/Sunday Sales (Renewal) Exp: 08/08/2026.
  - c. Cedar Ridge Distillery, 306 E. 4th Street, Class C w/Sunday Sales (New) Exp:08/05/2025
  - d. Chaser's Pub, 3005 University Avenue, Class C w/Outdoor Service and Sunday Sales (Renewal) Exp:07/07/2026.
  - e. Kwik Star #723, 707 Broadway Street, Class B w/Sunday Sales (Renewal) Exp: 07/21/2026.
  - f. Kwik Star #723, 707 Broadway Street, Class B w/Sunday Sales (Premises Updates) Exp: 07/21/2026.
  - g. Kwik Star #724, 1105 Cedar Bend Street, Class B w/Sunday Sales (Renewal) Exp: 07/21/2026.
  - h. Kwik Star #724, 1105 Cedar Bend Street, Class B w/Sunday Sales (Premises Updates) Exp: 07/21/2026.
  - i. Kwik Star #732, 324 Fletcher Avenue, Class B w/Sunday Sales (Renewal) Exp: 07/21/2026.
  - j. Kwik Star #732, 324 Fletcher Avenue, Class B w/Sunday Sales (Premises Updates) Exp: 07/21/2026.

- k. Kwik Star #569, 875 Fisher Drive, Class B, w/Sunday Sales (Renewal) Exp: 08/27/2026.
- l. Light House Lounge, 1307 W. 5th Street, Class C w/Sunday Sales (Renewal) Exp: 06/28/2026.
- m. Maple Lanes, 2608 University Avenue, Class C w/Outdoor Service and Sunday Sales (Renewal) Exp:07/22/2026.
- n. Studio 13 Waterloo, 304 W. 4th Street, Class C w/Outdoor Service and Sunday Sales (New) Exp:07/31/2026.
- o. Yesway Store #1022, 1976 Franklin Street, Class E w/Sunday Sales (Renewal) Exp: 07/12/2026.

20. **Cigarette/Tobacco/Nicotine/Vapor Permits**

- a. Bamboo Ridge Campground, Inc., 4550 LaPorte Road. (Retail Tobacco)
- b. Behar Bar, 312 W. 4th Street. (Retail Tobacco)
- c. BJ's Sports & Billards, 110 Ida Street. (Retail Tobacco)
- d. Cork's Grocery, 1956 Lafayette Street. (Retail Tobacco)
- e. Express Mart, 2027 Falls Avenue. (Retail Tobacco)
- f. Family Dollar Stores #30944, 2206 Kimball Avenue. (Retail Tobacco)
- g. New Star Fletcher, 315 Fletcher Avenue. (Retail Tobacco)

21. Bonds.

**PUBLIC HEARINGS**

**1. Asbestos Abatement Services, Contract AB-2025-07-09P.**

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 award of bid to Advanced Environmental, Inc. of Waterloo, Iowa, in the amount of \$34,940.00, in conjunction with Asbestos Abatement Services, Contract AB-2025-07-09P, for properties located at 1712 E 4th Street, 708 Mobile Street, 127 Newell Street, 418-420 Courtland Street, 2227 Ricker Street, 406 Randall Street, 718 W 2nd Street, and 411 Logan Avenue, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

**2. Request by Cedar River Contractors on behalf of K-W Electric for a Site Plan Amendment for the construction of a 29,900 manufacturing warehouse and office building located east of 180 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 Cedar River Contractors on behalf of K-W Electric for the construction of a

29,900 manufacturing warehouse and office building located east of 180 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

- 3. 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.**

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 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.

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

- 4. Request by the City of Waterloo to vacate a twenty-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.**

Public Hearing Canceled.

Submitted by: Noel Anderson, Community Planning and Development Director

## **RESOLUTIONS**

1. Resolution approving a Permanent Easement Agreement in the amount of \$10,184.00, a temporary easement agreement in the amount of \$790.00, and reimbursement for pavement removal in the amount of \$6,628.00, totaling a just compensation amount of \$17,602.00, with JP Management Corp, located at 1224 La Porte Road, in conjunction with the La Porte Road Phase II Reconstruction Project, and authorizing the Mayor and City Clerk to execute said documents.

Submitted by: Noel Anderson, Community Planning and Development Director

2. Resolution approving a Development Agreement with 3 Stooges, LLC, for the construction of an 8,200 square-foot commercial building, and construction of a future 8,200 square-foot building with a minimum assessed value of \$1,000,00.00, with seven years of fifty percent tax rebates, and a land acquisition grant of \$604,612.80, located south of 2661 Geraldine Road, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

3. Resolution authorizing sponsorship of the High Quality Jobs Tax Credit Application with the Iowa Economic Development Authority, for International Paper Company, for the addition of up to seventy-two jobs associated with their new business at 3230 Leverage Road, and rescind Resolution No. 2025-044 in its entirety.

Submitted by: Noel Anderson, Community Planning and Development Director

4. 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

5. Resolution approving two Memorandums of Understanding with the Iowa Northland Regional Council of Governments, in the amount of \$29,000.00, for preparation of grant writing and administration of an Economic Development Administration Public Works and Economic Adjustment Assistance grant for a water detention basin in the Waterloo Air and Rail Park, and authorizing the Mayor and City Clerk to execute said documents.

Submitted by: Noel Anderson, Community Planning and Development Director

6. Resolution approving a Professional Service Agreement with AECOM of Waterloo, Iowa, in conjunction with an Emergency Building Inspection of the building at 325 West Park Avenue in Waterloo, Iowa, which had a portion of the Southeast wall collapse and needed an "emergency building inspection" to provide the City of Waterloo with recommendations for building rehabilitation or demolition of the existing structure, in addition to verify public safety.

Submitted by: Greg Ahlhelm, Building Official

7. Resolution approving construction plans for grading, paving, and utilities serving the San Marnan Business Park 1st Addition - Phase 2, as submitted by the Clapsaddle-Garber Associates, Inc., Sewage Treatment Agreement, DNR Form 29 (Nov 00) with the Department of Natural Resources, and final acceptance of construction plans subject to the review and acceptance by the Department of Natural Resources, and authorizing the Mayor to execute said documents.

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

8. Resolution approving Supplemental Agreement No. 1, to a Professional Services Agreement with Foth Infrastructure and Environment, LLC, originally executed March 17, 2025, in an amount not to exceed \$541,131.00, in conjunction with the FY 2026 Katoski Drive and Huntington Road Reconstruction, Contract No. 1123, and authorizing the Mayor to execute said document.

Submitted by: Jamie Knutson, City Engineer

9. Resolution approving a Professional Services Agreement with Bolton & Menk of Oakdale, Minnesota, in the amount of \$9,500.00, in conjunction with the Rental Car Quick Turnaround Facility Concept Development Project, and authorizing the Director of Aviation to execute said document.

Submitted by: Steven Kjergaard, Director of Aviation

10. Resolution approving an Agreement with Routeware, Inc., of Portland, Oregon, in the monthly amount of \$2,725.38 for 36 months, in conjunction with the ReCollect Software Program, and authorizing the Mayor to execute said document.

Submitted by: Randy Bennett, Public Works Division Manager

11. Resolution approving the Audit Engagement Letter with BerganKDV for the fiscal year ending June 30, 2025, and authorizing the Mayor to execute said document.

Submitted by: Bridgett Wood, Finance Director

### **ADJOURNMENT**

**Motion to adjourn.**

Kelley Felchle  
City Clerk