



**THE CITY COUNCIL OF WATERLOO, IOWA
REGULAR SESSION TO BE HELD AT
Harold E. Getty Council Chambers
Monday, August 4, 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, Nia Wilder, Ward 3 Council member.

Approval of Agenda, as proposed or amended.

Approval of Minutes of the July 21, 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 18, 2025, to approve a rezone request by the City of Waterloo to rezone approximately 0.15 acres of land from "R-2, C-Z" Conditional Zoning District to "R-2" One and Two Family Residence District west of 207 Hope Avenue, and instruct the City Clerk to publish notice.
3. Resolution setting date of public hearing as August 18, 2025, for the sale and conveyance of approximately 0.20 acres of city-owned property, located northeast of 326 West 14th Street, in the amount of \$1.00, to 5 Bees, LLC, including a Development and Minimum Assessment Agreement, for the construction of a 2,560 square foot commercial building, with an approximate value of \$178,000.00 and options for additional land, and instruct the City Clerk to publish notice.
4. Resolution setting date of Public Hearing as August 18, 2025, to authorize the sale and conveyance of city-owned property located south of 427 Iowa Street, to Iowa Heartland Habitat for Humanity, in the amount of \$1.00, for the rehabilitation of 427 Iowa Street in the Walnut Neighborhood, including a Development Agreement, and instruct the City Clerk to publish notice.
5. Resolution setting date of public hearing as August 18, 2025, for the sale and conveyance of approximately 0.19 acres of city-owned property, located west of 720 Upton Avenue, in the amount of \$5,000.00, to Half Dozen Properties, LLC, with a Development Agreement, for the construction of a twin home having an approximate value of \$320,000.00, and an infill incentive grant of \$10,000.00, and instruct the City Clerk to publish notice.
6. Resolution approving submission of Traffic Safety Improvement grant application in the amount of \$251,000.00, for signalization of NB US 63 (1st Street) and Sycamore Street intersection.
7. Resolution approving submission of Iowa DOT Traffic Safety grant application in the amount of \$50,000.00, for temporary traffic signals.
8. Resolution approving submission of an Iowa DOT Traffic Safety Improvement Program grant application in the amount of \$37,000.00 for a combination traffic signal mast-arm pole and the addition of a left turn lane for eastbound traffic on Broadway Street at Burton Avenue.
9. Resolution approving the award of hotel/motel tax council discretionary funds to Waterloo Leisure Services in the amount of \$15,000.00, for the FY 2026 Golf Marketing Campaign.
10. Resolution approving the award of hotel/motel tax council discretionary funds to Waterloo

Leisure Services in the amount of \$15,000.00, for the FY 2026 SportsPlex Marketing Campaign.

11. Resolution approving Acknowledgment/Settlement Agreement for Tobacco Violation -First Offense with Kwik Star #380, 506 W. 9th Street, and acceptance of a civil penalty in the amount of \$300.00, and authorizing the Mayor and City Clerk to execute said document.
12. Resolution approving Acknowledgment/Settlement Agreement for Tobacco Violation - First Offense with Neighborhood Mart, 2100 Lafayette Street, and acceptance of a civil penalty in the amount of \$300.00, and authorizing the Mayor and City Clerk to execute said document.
13. Resolution approving Acknowledgment/Settlement Agreement for Tobacco Violation - First Offense with Express Mart, 2027 Falls Avenue, and acceptance of a civil penalty in the amount of \$300.00, and authorizing the Mayor and City Clerk to execute said document.
14. Communication from the Waste Management Services Department on the notice of the conclusion of employment of Julianna Henrich, Administrative Secretary, effective July 18, 2025, with recommendation of approval of payout of \$3,112.18 for unused benefits.
15. Motion to approve an Exception to Burning Yard Waste Application by Cedar Valley Soccer Complex, to burn native grass within the 21 acres of park complex located generally at 3238 Dewitt Road, between October 20, 2025, and December 31, 2025, weather permitting.
16. Motion to approve Final Quantity Summary with Cedar Valley Corporation, LLC, of Waterloo, Iowa, for a net decrease of \$200,165.68, in conjunction with the FY 2024 Broadway Street Reconstruction Project, Contract No. 1095, and authorizing the Mayor to execute said document.
17. Resolution approving Completion of Project and Recommendation of Acceptance of Work for work performed by Cedar Valley Corporation, LLC, of Waterloo, Iowa, in the amount of \$5,170,968.34, in conjunction with the FY 2024 Broadway Street Reconstruction Project, Contract No. 1095, and receive and file a two-year maintenance bond.
18. Communication from the Police Department on the notice of the conclusion of employment of Keaton Northup, Police Officer/Detective, effective June 27, 2025, with recommendation of approval of payout of \$31, 342.86 for unused benefits.
19. Motion to receive and file Airport Board minutes of June 18, 2025.
20. Motion to receive and file Grout Museum funding reports of May 2025 and June 2025.
21. **Cigarette/Tobacco/Nicotine/Vapor Permits**
Metro Mart 1, 3201 W. 4th Street. (Retail Tobacco)
Metro Mart 4, 2332 Falls Avenue. (Retail Tobacco)
Vape Time, 325 Franklin Street. (Device Permit)
22. **Liquor Licenses**
 - a. BJ's Bar & Billiards, 110 Ida Street, Class C w/Outdoor Service and Sunday Sales (Renewal) Exp: 07/29/2026.
 - b. Cedar Valley Pride Fest, 300 4th Street, Class C w/Sunday Sales (New) Exp: 08/24/2025.

- c. Izumi Sushi and Hiabchi, 941 East San Marnan Drive, Class C w/Sunday Sales (New)
Exp: 04.14.2026
- d. Riverloop Expo Plaza, 400 Jefferson Street, Class C w/Outdoor Service and Sunday Sales (New) Exp: 08/12/2025.
- e. Waterloo Fraternal Order of Eagles, Class F w/Outdoor Service and Sunday Sales (Renewal) Exp: 07/14/2026.

PUBLIC HEARINGS

1. FYE 2026 Budget Amendment.

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 FYE 2026 Budget Amendment.

Submitted by: Bridgett Wood, Finance Director

2. 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 an aquaculture shrimp farming wholesale business located at 2625 Falls 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 Mann Road Storage, LLC for a rezone of approximately 0.27 acres of land from “C-2” Commercial District to “C-2, C-Z” Conditional Zoning District to allow an aquaculture shrimp farming wholesale business located at 2625 Falls 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

3. Request by the City of Waterloo to vacate two 10-foot drainage easements 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.

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 and consider and pass for the first time an ordinance approving a request by the City of Waterloo to vacate two 10-foot drainage easements 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.
Motion to suspend the rules.
Motion to consider and pass for the second and third times and adopt said ordinance.

Submitted by: Noel Anderson, Community Planning and Development Director

RESOLUTIONS

1. Resolution approving a variance to the requirements of the Subdivision Ordinance in Section 11-3-2 Preliminary Plats and Section 11-3-3 Final Plats, relating to the approval of the Minor Plat of Austin's Plat, a two-lot commercial subdivision in the "C-P" Planned Commercial District located east of 122 Black Hawk Road.

Submitted by: Noel Anderson, Community Planning and Development Director

2. Resolution approving the request by the City of Waterloo for the Minor Plat of Austin's Plat, a two-lot commercial subdivision in the "C-P" Planned Commercial District located east of 122 Black Hawk Road.

Submitted by: Noel Anderson, Community Planning and Development Director

3. Request by Harold-Reicks Surveying on behalf of Gregory H. Steffen for the minor plat of Parcels C & D in the "R-2" One and Two Family Residence District located southeast of 4192 Logan Avenue.

Submitted by: Noel Anderson, Community Planning and Development Director

4. 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

5. Resolution approving an amendment to the Development 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 document.

Submitted by: Noel Anderson, Community Planning and Development Director

6. Resolution approving a temporary access easement agreement with McDonald's USA, LLC, located at and adjacent to 2222 Logan Avenue, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

7. Resolution approving a temporary easement agreement in the amount of \$197.00 with C and S Properties, LLC, located at 1018 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

8. Request by Michele N. Isom (formerly known as Michele N. Clark) for an Encroachment Agreement to allow for a fence on city-owned right-of-way in the "R-2" One and Two Family Residence District located north of 760 Cloverdale Avenue on Lucas Street, and authorizing

the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

9. Resolution approving a Development and Minimum Assessment Agreement with Crossroads Square Partners, LC, for the rehabilitation and other building improvements with a minimum assessed value of \$5,800,000.00, ten years of percent tax rebates at a graduated scale, located at 1820 East Ridgeway Avenue, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

10. Resolution approving a first amendment to the Development Agreement with Midwest Development Company, to amend the timeline of completion for three single-family homes and to allow for the construction of a total of thirteen single-family homes and five duplexes, located in the Lincolnshire Addition subdivision, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

11. Resolution approving a Development Agreement and Minimum Assessment Agreement with Camelot Apartments Partners LC, for the rehabilitation and other building improvements with a minimum assessed value of \$5,800,000.00, ten years of percent tax rebates at a graduated scale, located at 1650 Camelot Drive, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Noel Anderson, Community Planning and Development Director

12. Resolution approving Supplemental Agreement No. 2 with AECOM, of Waterloo, Iowa, in the amount of \$147,300.00, in conjunction with the FY 2026 Ansborough Avenue and Highway 20 Improvements, Contract No. 1136, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Jamie Knutson, City Engineer

13. Resolution approving a Construction-Related Services Agreement with AECOM Technical Services, Inc., of Waterloo, Iowa, in the amount of \$168,500.00, in conjunction with the Replacement of Passenger Boarding Bridge Project, FAA AIP 3-19-0094-057-2025, and authorizing the Mayor to execute said document.

Submitted by: Steven Kjergaard, Director of Aviation

14. Resolution approving Amendment No. 1 to the Professional Services Agreement for Construction-Related Services with AECOM Technical Services, Inc., of Waterloo, Iowa, for a zero-dollar change, moving funds from AECOM to subcontractor, Braun Intertec, in conjunction with the Pavement Rehabilitation Project, FAA AIP No. 3-19-0094-053 and 3-19-0094-056, and authorizing the Mayor and City Clerk to execute said document.

Submitted by: Steven Kjergaard, Director of Aviation

15. Resolution approving an agreement with Windcave Inc., of Phoenix, Arizona, for payment processing in conjunction with the installation of EMV credit card readers at Waterloo Regional Airport, and authorizing the Mayor to execute said document.

Submitted by: Steven Kjergaard, Director of Aviation

OTHER COUNCIL BUSINESS

1. Hearing and Order Assessing \$300.00 civil penalty to BP Fuel dba Star Mart, 127 Jefferson Street, Waterloo, Iowa 50701, for sale of tobacco to minor violation-first offense.

Submitted by: Martin Petersen, City Attorney

2. Hearing and Order Assessing \$300.00 civil penalty to Family Dollar, 1608 University Avenue, Waterloo, Iowa 50701, for sale of tobacco to minor violation-first offense

Submitted by: Martin Petersen, City Attorney

3. Hearing and Order Assessing \$300.00 civil penalty to Casey's General Store, 1604 LaPorte Road, Waterloo, Iowa 50702, for sale of tobacco to minor-first offense.

Submitted by: Martin Petersen, City Attorney

4. Hearing and Order Assessing \$300.00 civil penalty to Casey's General Store, 1900 W. Ridgeway Avenue, Waterloo, Iowa 50701, for sale of tobacco to minor-first offense.

Submitted by: Martin Petersen, City Attorney

5. Hearing and Order Assessing \$300.00 civil penalty to R Smoke Plus, 3821 University Avenue, Waterloo, Iowa 50701, for sale of tobacco to minor-first offense.

Submitted by: Martin Petersen, City Attorney

6. Hearing and Order Assessing \$300.00 civil penalty to R Smoke Plus, 3620 Kimball Avenue, Waterloo, Iowa 50701, for sale of tobacco to minor-first offense.

Submitted by: Martin Petersen, City Attorney

7. Hearing and Order Assessing \$300.00 civil penalty to Prime Mart #5, 508 Broadway Street, Waterloo, Iowa 50703, for sale of tobacco to minor-first offense.

Submitted by: Martin Petersen, City Attorney

8. Hearing and Order Assessing \$300.00 civil penalty to Casey's General Store, #2866, 51 E. Tower Park Drive, Waterloo, Iowa 50701, for sale of tobacco to minor-first offense.

Submitted by: Martin Petersen, City Attorney

9. Hearing and Order Assessing \$300.00 civil penalty to Kingstar, 2035 E. Mitchell Avenue, Waterloo, Iowa 50702, for sale of tobacco to minor-first offense.

Submitted by: Martin Petersen, City Attorney

ADJOURNMENT

Motion to adjourn.

Kelley Felchle
City Clerk