November 17, 2025

The City Council of the City of Waterloo, Iowa, met in Regular Session at Harold E. Getty Council Chambers, Waterloo, Iowa, at 5:30 PM, on Monday, November 17, 2025.

Roll Call.

Mayor Quentin Hart in the Chair. Roll Call: Mr. Boesen, Mr. Nichols, Ms. Creighton-Smith, Mr. Chiles, Mr. Simon, Ms. Wilder. Mr. Feuss was absent.

Prayer or Moment of Silence.

Pledge of Allegiance, John Chiles, Ward 1 Council Member.

Approval of Agenda as proposed or amended.

Nichols/Wilder
that the agenda as amended, by adding "located at 541 Albany Street" to Consent Agenda Item 15, removing Consent Agenda Items 33-37 to be considered separately, and removing Items 10 and 11 under Resolutions, be approved. Voice vote-Ayes: Six. Motion carried

Approval of Minutes of the November 3, 2025, Regular Council Session as proposed or amended.

Nichols/Wilder
that the minutes of the November 3, 2025, Regular Council Session, as proposed be approved. Voice vote-Ayes: Six. Motion carried.

PUBLIC COMMENTS

The following individuals commented on various subjects.

Mary Potter, Grout Museum Trustee; Aaron Stacey Roberts, 411 Almond; David Dreyer, 3145 W. 4th Street; Forest Dillavou, 1725 Huntington Road; David Deeds, Waterloo Airport Board and 922 Mulberry; George Meeks, 609 E. Donald Street; LaTonya Graves, 607 E. Donald Street.

Mr. Chiles announced that he will not be hosting a ward meeting this month and next month due to travel for the holidays and thanked all those that have attended this year. He further thanked Noel Anderson and his staff for their work and announced that the building on Upland had started to come down, and he was excited to see the progress.

Mr. Boesen requested an update on the old Courier building and the city hall remodel.

Noel Anderson, Community Planning and Development Director, provided an update on both projects.

Mr. Boesen commented on remarks made about racial rhetoric and encouraged everyone to come together and move forward.

Ms. Creighton-Smith shared that when comments are made and no one says anything about them, that is complicit and would themselves be a racist.

Ms. Wilder thanked Mr. Meeks for keeping us accountable and said that she always challenges racist remarks on social media that she sees.

Mr. Simon also thanked Mr. Meeks for his comments. He shared that he disagrees that someone should be labeled a racist and judged if they fail to denounce others' racist comments.

Nichols/Creighton-Smith
to close public comments. Voice vote-Ayes: Six. Motion carried.

CONSENT AGENDA

Nichols/Boesen
that the following items on the consent agenda be received and placed on file, including the payment of bills for October 10, 2025, in the amount of $2,974,705.49, and November 17, 2025, in the amount of $4,294,126.48, be received and placed on file. Roll Call vote-Ayes: Six. Motion carried.

Mr. Boesen requested that Items 33 through 37 be considered separately.

Bills Payment, Finance Committee Invoice Summary Report, a copy of which is on file in the office of the City Clerk.

Resolution adopted and upon approval by Mayor assigned No. 2025-648.

Resolution approving award of hotel/motel tax council discretionary funds to the Waterloo Police Department in the amount of $45,000.00.

Resolution adopted and upon approval by Mayor assigned No. 2025-649.

Resolution approving certification to the Black Hawk County Auditor for expenditures that qualify for reimbursement in the FY 2025 Crossroads Waterloo Tax Increment District, and place the certification on file.

Resolution adopted and upon approval by Mayor assigned No. 2025-650.

Resolution approving certification to the Black Hawk County Auditor for expenditures that qualify for reimbursement in the FY 2025 Downtown Waterloo Tax Increment District, and place the certification on file.

Resolution adopted and upon approval by Mayor assigned No. 2025-651.

Resolution approving certification to the Black Hawk County Auditor for expenditures that qualify for reimbursement in the FY 2025 Northeast Industrial Park Waterloo Tax Increment District, and place the certification on file.

Resolution adopted and upon approval by Mayor assigned No. 2025-652.

Resolution approving certification to the Black Hawk County Auditor for expenditures that qualify for reimbursement in the FY 2025 Martin Road Waterloo Tax Increment District, and place the certification on file.

Resolution adopted and upon approval by Mayor assigned No. 2025-653.

Resolution approving certification to the Black Hawk County Auditor for expenditures that qualify for reimbursement in the FY 2025 San Marnan Waterloo Tax Increment District, and place the certification on file.

Resolution adopted and upon approval by Mayor assigned No. 2025-654.

Resolution approving certification to the Black Hawk County Auditor for expenditures that qualify for reimbursement in the FY 2025 Rath Waterloo Tax Increment District, and place the certification on file.

Resolution adopted and upon approval by Mayor assigned No. 2025-655.

Resolution approving certification to the Black Hawk County Auditor for expenditures that qualify for reimbursement in the FY 2025 East Unified Waterloo Tax Increment District, and place the certification on file.

Resolution adopted and upon approval by Mayor assigned No. 2025-656.

Resolution approving certification to the Black Hawk County Auditor for expenditures that qualify for reimbursement in the FY 2025 Schoitz Waterloo Tax Increment District, and place the certification on file.

Resolution adopted and upon approval by Mayor assigned No. 2025-657.

Resolution approving certification to the Black Hawk County Auditor for expenditures that qualify for reimbursement in the FY 2025 University Avenue Waterloo Tax Increment District, and place the certification on file.

Resolution adopted and upon approval by Mayor assigned No. 2025-658.

Resolution approving the City of Waterloo Annual Financial Report for the Fiscal Year ended June 30, 2025, authorizing publication of the report, submission to the State of Iowa, and execution of the document by the Mayor and Finance Director.

Resolution adopted and upon approval by Mayor assigned No. 2025-659.

Resolution approving the Annual Financial Report for City Streets, for the fiscal year ended June 30, 2025, and authorizing transmittal to the Iowa Department of Transportation.

Resolution adopted and upon approval by Mayor assigned No. 2025-660.

Resolution approving electronic submission of the Tax Increment Finance (TIF) reports to the State of Iowa for Fiscal Year 2025.

Resolution adopted and upon approval by Mayor assigned No. 2025-661.

Resolution setting date of public hearing as December 1, 2025, to approve a request by the City of Waterloo to rezone approximately 0.33 acres from “C-1, C-Z” Conditional Zoning District to “R-2” One and Two Family Residence District, and instruct the City Clerk to publish notice.

Resolution adopted and upon approval by Mayor assigned No. 2025-662.

Resolution setting date of public hearing as December 1, 2025, to approve a request by Luke and Megan Finley to rezone approximately 1.18 acres from “A-1” Agricultural District to “R-1” One and Two Family Residence District located east of 930 East Orange Road, and instruct the City Clerk to publish notice.

Resolution adopted and upon approval by Mayor assigned No. 2025-663.

Resolution setting the date of public hearing as December 1, 2025, for an amendment to the development agreement with International Paper Company, for the sale and conveyance of approximately 6.29 acres of city-owned property, and instructing the City Clerk to publish notice.

Resolution adopted and upon approval by Mayor assigned No. 2025-664.

Resolution approving eleven (11) FY 2026 Quarter 3 and Quarter 4 Mini-event grants, in the amount of $108,500.00, as recommended by the Waterloo Convention and Visitors Bureau Board of Directors.

Resolution adopted and upon approval by Mayor assigned No. 2025-665.

Motion to approve Change Order No. 3 with Peters Construction Corporation, of Waterloo, Iowa, for a net decrease of $14,314.83, in conjunction with Terminal Parking Canopy Structure, Contract No. ICAIF No. 9I220ALO400, and authorizing the Mayor and City Clerk to execute said document.

Resolution adopted and upon approval by Mayor assigned No. 2025-

Resolution approving Pay Application No. 7 in the amount of $1,494.40, and approving the Completion of Project and Recommendation of Acceptance of Work for work performed by Peters Construction Corporation of Waterloo, Iowa, in conjunction with the Waterloo Public Market Renovation Project.

Resolution adopted and upon approval by Mayor assigned No. 2025-666.

Resolution approving Completion of Project and Recommendation of Acceptance of Work for work performed by Peters Construction Corporation of Waterloo, Iowa,in the amount of $2,400,472.06, in conjunction with the Terminal Parking Canopy Structure Project, Contract No. ICAIF No. 9I220ALO400.

Resolution adopted and upon approval by Mayor assigned No. 2025-667.

Resolution approving Completion of Project and Recommendation of Acceptance of Work for work performed by Don Gardner Construction of Waterloo, Iowa, in the amount of $24,785.00, in conjunction with the Waterloo Convention Center Skywalk Remodel Project.

Resolution adopted and upon approval by Mayor assigned No. 2025-668.

Motion to approve Change Order No. 1 with Midstate Solution, of Baxter, Iowa, for a net increase of $101,249.58, in conjunction with FY 2026 Sidewalk Infill, Ramp and Trail Repair Program - Zone 5A, Contract No. 1131, and authorizing the Mayor and City Clerk to execute said document.

Motion to approve Change Order No. 2 with Owen Contracting, Inc., of Cedar Falls, Iowa, for a net increase of $6,820.00, in conjunction with Reconstruct Taxiway A West, Contract No. FAA AIP 3-19-0094-056-2023 BIL, and authorizing the Mayor and City Clerk to execute said document.

Motion to approve Change Order No. 34 with ITG Communications, LLC, of Hendersonville, Tennessee, for a net increase of $59,616.22, 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.

Motion to approve Change Order No. 35 with ITG Communications, LLC, of Hendersonville, Tennessee, for a net increase of $86,412.80, 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.

Motion to approve Change Order No. 36 with ITG Communications, LLC, of Hendersonville, Tennessee, for a net increase of $116,809.75, 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.

Motion to approve Change Order No. 37 with ITG Communications, LLC, of Hendersonville, Tennessee, for a net increase of $28,379.01, 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.

Motion to approve the appointment of **Tristan Aldous** from the current Civil Service List to the position of Clerk II in the Waste Managerment Services, effective after November 17, 2025.

**Jessica Rucker,** Board/Commission: Design Review Board, Expiration Date: August 5, 2028, [renewal].

**Colleen Weliver,** Board/Commission: Historic Preservation Commission, Expiration Date: October 3, 2028, [Renewal].

Communication from the Sanitation Department on the notice of the conclusion of employment of Collin Weber, Solid Waste Technician, effective October 6, 2025 with recommendation of approval of payout of $2,181.15 for unused benefits.

Motion to receive and file Board of Adjustment minutes for April, May, June, July, August, and September 2025.

Mr. Boesen commented that the minutes from the boards and commissions should be submitted to the agenda in a much more timely manner.

Aric Schroeder, City Planner, commented that the department was working on training for the new staff member and fell behind on minutes.

Mr. Simon questioned if the minutes could be attached to the agenda item those minutes pertain to.

Mayor Hart provided clarification on minutes approval.

Motion to receive and file Complete Streets Committee minutes of March, April, June, August, and September 2025.

Motion to receive and file Highway 218 Review and Design Commission minutes of May and August 2025.

Motion to receive and file Historic Preservation Commission minutes of April, May, June, July, August, and September 2025.

Motion to receive and file Planning, Programming, and Zoning Commission minutes of February, April, May, June, July, August, and September.

**Liquor Licenses**
Aldi #33, 1918 Schukei Road, Class B w/Sunday Sales (Renewal) 11/20/2026.
Starbeck Smokehouse, 250 Westfield Avenue, Class C w/Outdoor Service and Sunday Sales (New) 11/14/2026.

Bonds.

Resolution approving award of hotel/motel tax council discretionary funds to the North East Iowa Food Bank Inc in the amount of $25,000.00.

Resolution adopted and upon approval by Mayor assigned No. 2025-669.

Boesen/Nichols
to receive and file various board minutes listed in items 33-37. Roll call vote-Ayes: Six. Motion carried.

Mr. Boesen commented that he had brought up in the past that minutes needed to be presented more timely, and council should not be receiving six months worth of minutes at one time, particularly with Planning and Zoning, as many of those items are brought before council and the discussion items are in the minutes.

Aric Schroeder, City Planner, apologized for submitting multiple months of minutes on the agenda and explained that due to staffing and training, the submissions were delayed.

Mr. Simon questioned if the minutes could be attached to the agenda item those minutes pertain to.

Mayor Hart provided clarification on the approval process and emphasized the importance of a timely submission of the Planning and Zoning minutes in particular.

<u>RESOLUTIONS</u>

<u>Resolution approving an American Rescue Plan Act Sub-recipient Agreement with Iowa Heartland Habitat for Humanity in the amount of $500,000.00.</u>

Nichols/Boesen
Roll Call vote-Ayes: Six. Motion carried. Resolution adopted and upon approval by Mayor assigned No. 2025-670.

<u>Resolution approving First Amendment to the 2023-2025 Residential/Miscellaneous Areas Snow Removal Contract for city-owned lots generally acquired through Iowa Code 657A, changing the term of the Contract from April 19, 2025 to April 18, 2026.</u>

Nichols/Boesen
Roll Call vote-Ayes: Six. Motion carried. Resolution adopted and upon approval by Mayor assigned No. 2025-671.

<u>Resolution approving a Permanent Easement Agreement in the amount of $7,351.00, with T and S Properties Management II, LLC, located at 1409 La Porte Road, in conjunction with the La Porte Road Phase II Reconstruction Project, and authorizing the Mayor and City Clerk to execute said document.</u>

Roll Call vote-Ayes: Six. Motion carried. Resolution adopted and upon approval by Mayor assigned No. 2025-672.

<u>Resolution approving and accepting an Acquisition Contract and approving a Deed to sell real property to the City of Waterloo for a partial right-of-way acquisition, and Permanent and Temporary Easements Agreements with C and M Enterprises, Inc., in the amount of $5,132.00, located at 1620 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.</u>

Simon/Creighton-Smith
Roll Call vote-Ayes: Six. Motion carried. Resolution adopted and upon approval by Mayor assigned No. 2025-673

Resolution approving a Temporary Easement Agreement in the amount of $2,000.00 with Halloran Properties, LLC, located at 1950 Plymouth Avenue, in conjunction with the La Porte Road Phase II Reconstruction Project, and authorizing the Mayor and City Clerk to execute said document.

Simon/Creighton-Smith
Roll Call vote-Ayes: Six. Motion carried. Resolution adopted and upon approval by Mayor assigned No. 2025-674.

Resolution extending a moratorium on the issuance of new tobacco permits in the City of Waterloo, Black Hawk County, Iowa until May 5, 2026.

Boesen/Creighton-Smith
Roll Call vote-Ayes: Six. Motion carried. Resolution adopted and upon approval by Mayor assigned No. 2025-675.

Resolution extending a moratorium on the issuance of a special permit or variance for hobby farms in the City of Waterloo, Black Hawk County, Iowa until May 5, 2026.

Boesen/Creighton-Smith
Roll Call vote-Ayes: Six. Motion carried. Resolution adopted and upon approval by Mayor assigned No. 2025-676.

Resolution approving a School Resource Officer Agreement with the Cedar Valley Catholic Schools (Waterloo area only) to provide one School Resource Officer in the schools for FY 26-29, in the amount of $357,320.00, including funding for officer training, and authorizing the Mayor to execute said document.

Creighton-Smith/Wilder
Roll Call vote-Ayes: Six. Motion carried. Resolution adopted and upon approval by Mayor assigned No. 2025-677.

Resolution approving request by the Waterloo Regional Airport to release 89.16 acres of Airport property known as Parcel F, for the amount of $2,675,000.00, to the City of Waterloo, Iowa for continued development, and authorizing the Mayor and City Clerk to execute all formal land release documents as required, and submit said documents to the Federal Aviation Administration.

Creighton-Smith/Wilder
Roll Call vote-Ayes: Six. Motion carried. Resolution adopted and upon approval by Mayor assigned No. 2025-678.

David Dreyer, 3145 W. 4th Street, questioned if this land is located too close to the airport for safety purposes.

Steven Kjergaard, Director of Aviation, provided an overview of the item.

Resolution approving a Professional Services Agreement with WHA Inc., of Cedar Rapids, Iowa, in the amount of $44,902.80, in conjunction with the Ansborough Avenue CMAQ, Traffic Signal Fiber Optic Installation from Downing Avenue south 2.7 miles to Fischer Drive, and authorizing the Mayor to execute said document.

This item was removed by amendment.

Resolution approving a Professional Services Agreement with WHA Inc., of Cedar Rapids, Iowa, in the amount of $44,902.80, in conjunction with the Broadway Street CMAQ Traffic Signals, Fiber Optic Installation, Broadway Street, US 63 north 4.2 miles to US Hwy. 218, and authorizing the Mayor to execute said document.

This item was removed by amendment.

Resolution approving an Professional Services Agreement with Strand Associates, to provide proposal preparation, bidding-related services, and if-authorized services for the Anaerobic Lagoon Biogas Upgrading project at the Waste Management Anaerobic Lagoon, in an amount not to exceed $50,000.00, and authorizing the Mayor to execute said document.

Nichols/Creighton-Smith
Roll Call vote-Ayes: Six. Motion carried. Resolution adopted and upon approval by Mayor assigned No. 2025-679.

Resolution approving Addendum No. 10, in the amount of $1,502.50, with EN Communications, 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 to execute said document.

Nichols/Creighton-Smith
Roll Call vote-Ayes: Six. Motion carried. Resolution adopted and upon approval by Mayor assigned No. 2025-680.

ORDINANCES

Amended and Restated South Waterloo Unified Urban Renewal and Redevelopment Plan.

Boesen/Nichols
to consider and pass for the second time an ordinance providing that the general property taxes levied and collected each year on all property located within the newly described Amended and Restated South Waterloo Unified Urban Renewal and Redevelopment Plan Area, in the City of Waterloo, County of Black Hawk, State of Iowa, by and for the benefit of the State of Iowa, City of Waterloo, County of Black Hawk, Waterloo Community School District and other taxing districts, be paid to a special fund for payment of principal and interest on loans, monies, advanced to and indebtedness, including bonds issued or to be issued, incurred by said City in connection with said Urban Renewal Project. Roll Call vote-Ayes: Three. Nays: Three (Boesen, Chiles and Simon). Motion failed.

Baltimore Fields Urban Renewal Plan.

Boesen/Wilder
to consider and pass for the second time an ordinance providing that the general property taxes levied and collected each year on all property located within the described Baltimore Fields

Urban Renewal Area, in the City of Waterloo, County of Black Hawk, State of Iowa, by and for the benefit of the State of Iowa, City of Waterloo, County of Black Hawk, Waterloo Community School District and other taxing districts, be paid to a special fund for payment of principal and interest on loans, monies, advanced to and indebtedness, including bonds issued or to be issued, incurred by said City in connection with said Urban Renewal Project. Roll Call vote-Ayes: Six. Motion carried.

Kevin Fittro, Panther Builder, commented that it is disappointing to see Item 1 fail, and asked if this item could be tabled until a full council is available to vote.

Noel Anderson, Community Planning and Development Director, explained that a development agreement was previously approved stating that we would adopt an urban renewal plan, and further explained that with the start of construction work, we would be subject to legal action because we would be in breach of our agreement if we fail to adopt an urban renewal plan.

Nichols/Wilder
to table the item until the next council meeting. Roll call vote-Ayes: Three. Nays: Three (Boesen, Chiles and Simon). Motion carried.

Mr. Boesen shared that the agreement did not state that it was contingent that the TIF had to be passed in order for the development agreement to move forward, and he is not in support of tabling.

ADJOURNMENT

Boesen/Wilder
that the council adjourn at 623 p.m. Voice vote-Ayes: Six. Motion carried.

Kelley Felchle
City Clerk