THE CITY COUNCIL OF WATERLOO, IOWA
WORK SESSION TO BE HELD AT
Harold E. Getty Council Chambers
Monday, August 7, 2023
4:10 PM

RULES FOR WORK SESSION PUBLIC COMMENT

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 council shall not receive any public comment during a work session.

Roll Call.

Agenda, as proposed or amended.

Approval of minutes of the July 17, 2023 Council Work Session.

4:10 p.m. **Discussion on Parklet Ordinance and Sidewalk Cafe Ordinance.**
Submitted by: John Chiles, Ward 1 Council person

4:40 p.m. **Discussion of Inter-facility Transfers.**
Submitted by: Bill Beck, Fire Chief

ADJOURNMENT

Kelley Felchle
City Clerk

July 17, 2023

COUNCIL WORK SESSION
Harold E. Getty Council Chambers

Roll Call

Members present: Mayor Quentin Hart in the Chair. Members present: Mr. Boesen, Mr. Nichols, Ms. Creighton-Smith, and Mr. Grieder. Absent: Mr. Chiles, Ms. Wilder, and Mr. Feuss.

Agenda, as proposed or amended

Grieder/Nichols
that the agenda, as proposed be approved. Voice vote-Ayes: Four. Motion carried.

Approval of Minutes.

Grieder/Nichols
that the minutes of the June 20, 2023, Council Work Session, as proposed, be approved. Voice vote-Ayes: Four. Motion carried.

Discussion of dilapidated housing.

Noel Anderson, Community Planning and Development Director provided an overview of Waterloo neighborhoods and factors that contribute to blight. Anderson explained the city's dilapidated housing committee that identifies problem properties based on certain criteria to potentially take through Iowa Code Section 657A. He then provided statistics on the number of properties the city has taken under the statute and either demolished, sold, or rehabilitated.

Mr. Grieder questioned the process to assure property owner rights were upheld.

Noel Anderson explained that property owners are able to keep their property by continuing to maintain their property.

Ms. Creighton-Smith requested timetables for the former St. Mary's School Site, for example, to better illustrate the process it takes to acquire and tear down property.

Mayor Hart explained the hurdles it took to acquire the former St. Mary's School Site and tying the cost to Community Development dollars. Mayor Hart outlined the process, including court proceedings, to obtain 657A properties and feels the city likely leads the state in acquiring and tearing down these properties. Mayor Hart recalls stating, when he started, the city was going to tear down 75-100 percent of the homes on the 657A roster. He found that a Mayor in another community said something similar. That sparked him to question how a home falls into disrepair. As a result, the city partnered with the University of Iowa to study this process and better understand how to prevent this from happening, increase enforcement, and partner with organizations to create taxable value. The city now has a set of recommendations without gentrifying neighborhoods.

Noel Anderson explained the next factor for demolition is cost and reviewed available funds.

Ms. Creighton-Smith questioned why there was such a delay in utilizing Community Development funds.

Rudy Jones, Community Development Director, explained that funds have to be utilized pursuant to activities under the federal plan and move funds to accommodate whatever changes were made to the plan each year.

Ms. Creighton-Smith questioned if the money was then available at a later stage.

Rudy Jones explained changes were made during the year to the plans and projects to utilize the various funds according to federal guidelines.

Mr. Bosen commented that the developer in California bought the home in 2006 and the city has been working to acquire it for thirteen years.

Mayor Hart commented that working with the Virden Creek project benefited all homeowners in that area and once that is down, the city hopes to put in a housing project that would add taxable value.

Ms. Creighton-Smith asked that the city look at having a process where they look first to put a property in the hands of a local person first before going to an out-of-town developer.

Mayor Hart explained that city staff walked through the property to see if it could be rehabilitated. If they can, they go through a bidding process to put the property in the hands of local people but at the same time, hold people accountable for what they do have that is in disrepair. Mayor Hart explained software being brought in called Tulemi which allows staff to see violations, owners and if they have multiple violations for properties throughout the city, which will help with early intervention for these properties.

Noel Anderson explained the elevated housing plan and construction schedule.

Mayor Hart shared an example of partnering with Hawkeye Community College to build three new homes, adding $470,000 in taxable value to a neighborhood and creating community development. The University of Iowa recommended creating a task force looking at 4-5 other areas for housing development.

Mr. Grieder asked that we have a work session in the future on what programs or city resources we have available to the public on how to maintain their homes.

Noel Anderson shared that the City is seeing housing established in all of the wards from 2019-2023.

Mayor Hart shared that although the city has accomplished a great deal, there is still a lot to be done.

Ms. Creighton-Smith commented that the acquisition of properties needs to be controlled as well by landlords coming into a neighborhood and changing the character of the neighborhood by doing very little to improve the property.

Mayor Hart explained this is being remedied with more inspectors holding landlords

accountable.

ADJOURNMENT

Grieder/Nichols
that the Council adjourns at 4:55 p.m. Voice vote-Ayes: Four. Motion carried.

_____
Kelley Felchle
City Clerk

TITLE 3 – BUSINESS AND LICENSE REGULATIONS
CHAPTER 4 – BUSINESSES RELATING TO SALES
ARTICLE G – PARKLET

3-4H-1: DEFINITIONS:
3-4H-2: PURPOSE:
3-4H-3: RIGHT TO LIMIT:
3-4H-4: PERMIT REQUIRED:
3-4H-5: WHERE AND WHEN PERMISSIBLE:
3-4H-6: APPLICATION FOR PERMIT:
3-4H-7: ISSUANCE OF PERMIT:
3-4H-8: TRANSFERABILITY OF PERMIT:
3-4H-9: INSURANCE:
3-4H-10: LITTER:
3-4H-11: RESTRICTIONS ON SMOKING AND ALCOHOLIC BEVERAGES:
3-4H-12: PARKLET REGULATIONS FOR OPERATION AND CONSTRUCTION:
3-4H-13: TAXES, ASSESSMENTS; OPERATING COSTS AND UTILITY CHARGES:
3-4H-14: APPEAL:
3-4H-15: DENIAL, SUSPENSION, OR REVOCATION OF PERMIT:
3-4H-16: REMOVAL OF PARKLET:
3-4H-17: PENALTY:
3-4H-18: SEVERABILITY:

3-4H-1: DEFINITIONS:
A. Design Review: Materials used to define the perimeter of a parklet shall be subject to the approval of the Engineering Department. All other materials used in the construction of a parklet located in the downtown district shall be subject to the approval of the Main Street Waterloo Development Authority, in accordance with Section 2-2-3 of this Code.

B. Downtown Entertainment District: The Downtown Entertainment District shall be on East 4th Street and West 4th Street from Franklin Street to Washington Street.

C. Licensed Food Establishment: A business selling food to customers from a brick and mortar establishment in the Downtown Entertainment District and required by the State of Iowa to have a food establishment license.

D. Operator: The owner and/or employees of the permitted business responsible for operating and maintaining the parklet.

E. Parklet: The platform installed by a permittee over parking spaces adjacent to a sidewalk area upon which tables, chairs, umbrellas, landscaping, benches and other accessory components may be placed within the public right-of-way. The term parklet, when permitted, also includes the ongoing obligation of maintenance, repair, operation and removal of the parklet improvements in accordance with the terms and conditions of this Article. Parklets shall be undertaken at the sole cost and expense of the permittee.

F. Sidewalk Cafe: Any group of tables and/or chairs, and its authorized decorative and accessory devices and barriers, situated and maintained upon the public sidewalk for use in connection with operating a brick and mortar licensed food service establishment. The sidewalk café shall be attached and adjacent to the brick and mortar licensed food service establishment.

3-4H-2: PURPOSE:
The establishment of a program for the siting, installation, construction, operation, use, maintenance and repair of parklets is designed and intended to facilitate the conversion of on-street parking spaces into an extension of services for licensed food establishments. Parklets are located within a public right-of-way, and may include tables, seating, umbrellas, landscaping, food and beverage service and sun shade, all of which are intended to enhance the quality of the pedestrian experience. The program for parklets is designed to provide a path for merchants to take individual action in the development and beautification of the city's public realm and are further intended as an aesthetic enhancement to the streetscape.

3-4H-3: RIGHT TO LIMIT:

The city council shall, by resolution, have the right to limit the number of parklets allowed on one side of one city block in the Downtown Entertainment District. A licensed food establishment may apply for a parklet permit and a sidewalk cafe permit. The city reserves the right to limit or prohibit such combination for the purpose of preserving public health and safety.

3-4H-4: PERMIT REQUIRED:
A. It shall be unlawful for any person to erect or operate a parklet within the city without first obtaining a permit from the city, and to any other state or county permits, certifications, and licenses that may be required to operate a licensed food establishment on a parklet. A parklet, permitted and operated in accordance with this chapter shall not be considered an obstruction of a public right-of-way.

B. A permit for a parklet shall be issued only to the permittee who shall include, jointly and severally, (i) operator of the qualifying business and (ii) the fee simple owner of the real property upon which the qualifying business is located.

3-4H-5: WHERE AND WHEN PERMISSIBLE:
A parklet regulated under this Article shall be permitted as follows:

1. In the downtown entertainment district on East 4th Street and West 4th Street, bounded by Franklin Street and Washington Street.

2. Adjacent to the brick and mortar licensed food service establishment.

3. Where the parklet's operation is primary to and a part of the operation of its adjacent licensed food establishment.

4. Where a brick and mortar establishment is a licensed food establishment. Such establishment may also hold a State of Iowa Alcoholic Beverages license. An establishment with only a State of Iowa Alcoholic Beverages license shall be prohibited from obtaining a parklet permit.

5. Parklets shall be sited along the curb line on streets where on-street parking spaces exist.

6. Parklets shall not block access to public utilities, hydrants, sidewalks, alleys or driveways.

3-4H-6: APPLICATION FOR PERMIT:
A. Contents of Application: Applicants for a permit under this Article shall complete and submit to the city clerk an application, fees, and supporting documentation, all of which shall include but not be limited to the following information:

1. The name, phone number, and email address of the applicant.

2. The name, address, phone number, and email address of the business.

3. Proof of valid food service license(s) from the state and/or county health departments if selling/handling food and/or beverages for human consumption.

4. A certificate of insurance and indemnification agreement as required in Section 3-4H-9 of this Article.

5. A drawing showing the layout and dimensions of the proposed parklet and adjacent property, including the structures to be located on the parklet, proposed location, size and number of tables, seating, umbrellas, location of entries, location of trees, parking meters, parking spaces utilized, vehicular travel lanes, sidewalk benches, trash receptacles, landscaping, utility boxes, fire hydrants, manholes, public utility valves or covers, storm sewer grates, pole, guidelines and other sidewalk obstruction either existing or proposed within seventy-five (75) feet of the parklet.

6. Photographs, drawings or manufacturer's brochures fully describing the appearance of all proposed tables, chairs, umbrellas or other objects relating to the parklet.

7. A plan for the maintenance and cleaning of the parklet license area; the tables and chairs located within the parklet area; and the disposal of any trash or debris generated from the operation and use of the parklet by the general public and patrons of the permittee.

8. Any permits or approvals required from any other governmental agency necessary to operate the parklet.

9. A non-refundable application fee of fifty dollars ($50.00).

B. Filing: No application shall be accepted for filing and processing unless it conforms to the requirements of this Article. This includes a complete and true application, all of the required materials and information prescribed, and the appropriate application fee.

C. Timely Filing: An application shall be filed with the city clerk's office no later than February 1st of each year. The city reserves the right to reject any application not filed in a timely manner. The city clerk may charge an applicant a twenty dollar ($20.00) fee for filing an incomplete application or for failing to timely file the application.

D. Application Review: Upon receipt of the complete application as required by this Article, the city clerk shall forward the application to the Fire Department, Building Department, Planning, Programming, and Zoning Department, Engineering Department, and Police Department for review. Following approval by city departments, the city clerk shall forward the application to the Main Street Design Review Board for review.

3-4H-7: ISSUANCE OF PERMIT:
A. If the city clerk finds the application is complete, fully executed, and made in conformance with Section 3-4H-6 of this Article, the application fee and all outstanding fees owed to the city are paid, and upon approval by all parties listed in Section 3-4H-6 of this Article, the city clerk shall inform the applicant that a permit may be issued subject to payment of a permit fee of two hundred dollars ($200.00).

B. Term of Permit: A permit shall be valid from April 1 through November 1.

3-4H-8: TRANSFERABILITY OF PERMIT:
A permit issued under the provisions of this Article is not transferable in any situation to any person and is only applicable to the person filing the application.

3-4H-9: INSURANCE:
A. All parklets shall provide proof of and maintain current commercial general liability insurance having a minimum combined single limit of one million dollars ($1,000,000.00). Workers' Compensation coverage of no less than the statutory requirement. A certificate of insurance shall be delivered to the city clerk prior to the issuance of a permit. The certificate of insurance shall list the City of Waterloo and its elected and appointed officials, officers, employees, and agents as named additional insureds on a primary and non-contributory basis, including a waiver of subrogation in favor of city, against any liabilities that may arise in connection with the operation of the mobile food business.

B. Apart from and separate from any insurance required under this section, the permit holder shall agree in writing to indemnify, defend, and hold the City of Waterloo and its assignees and employees harmless from all losses, damages, injuries, claims, demands, and expenses in any manner resulting from or arising out of the permitted operation of the parklet.

3-4H-10: LITTER:
The permittee shall be responsible for keeping the parklet area free of trash or litter, and collecting and removing daily all garbage, litter, and other debris in its immediate vicinity.

3-4H-11: RESTRICTIONS ON SMOKING AND ALCOHOLIC BEVERAGES:
Permittees shall enforce the following prohibitions or restrictions:

1. Smoking tobacco or using an electronic smoking device at a parklet is prohibited.

2. Alcoholic beverages may be served at parklets pursuant to a valid liquor control license, and in accordance with state and local alcoholic beverage control laws, provided the following additional requirements are met:

a. Patron entrance to and egress from the parklet shall be controlled by staff of the establishment, who shall continuously monitor the parklet during times alcoholic beverages are being sold or consumed, and

b. No alcoholic beverages may be sold or served to patrons later than 10:00 p.m.

c. Patrons shall not be permitted to consume any beverages within the parklet that were not purchased on the premises, and

d. The establishment shall ensure that no patron loiters in the clear path of pedestrian travel while in possession of an alcoholic beverage. Patrons may be in possession of an alcoholic beverage in the clear path of pedestrian travel only for the purpose of moving to the parklet from the adjoining indoor restaurant or vice versa.

3-4H-12: PARKLET REGULATIONS FOR OPERATION AND CONSTRUCTION:
The following regulations for operation and construction shall apply to all parklets:

1. Date and Time of Operation: A parklet may only operate from April 1 to November 1. Parklets shall not operate or allow patrons to congregate in the parklet between the hours of 10:00 p.m. and 6:00 a.m. daily. If a parklet is not in operation for the entire period, the annual permit fee shall not be prorated.

2. Location: All parklets may be located on a parking stall on public right-of-way in the downtown entertainment district. Such area shall be immediately adjacent to the licensed food establishment of which it is apart and provide (5) feet of public right-of-way available for pedestrian traffic. Parklets shall be adjacent to a licensed food establishment.

3. Parklets shall have a solid three sided barrier. This barrier shall provide an aesthetically pleasing separation from surrounding uses as determined by standards set out in this ordinance, by city council resolution, and resolution of the Main Street Design Review Board.

4. Parklets shall be accessible from the permitted premises to which it is attached.

5. Occupancy: A parklet shall not exceed one person per ten (10) square feet of floor area accessible to the public.

6. A Parklet shall be adequately lighted by use of non-obtrusive lighting, which shall not be directed toward any residential use.

7. Amplified sound equipment in a Parklet shall not be permitted. Compliance with the city noise ordinance shall be required.

8. Parklets shall comply with appropriate building, housing, and fire codes and with all other applicable federal, state, and city statutes.

9. Inspections: The city shall inspect parklets at least once per year outside of the application process at the same time inspection of the adjacent permitted establishment occurs. The city may, at its discretion, inspect a parklet at any other time as deemed necessary to ensure compliance with city ordinances.

10. Approval or disapproval of a parklet application shall be at the discretion of the city clerk. Such discretion shall be exercised with due regard to public health, safety and welfare considerations. City departments may impose additional requirements in particular situations, when it is deemed to be necessary to ensure compliance with city ordinances.

11. Only responsible businesses will be allowed to renew. The city will determine if the business responsibly managed its parklet by the previous year's performance, calls for service, and compliance with city codes.

12. Any change to the perimeter of the parklet is subject to the approval of city departments listed in the application process and Main Street Design Review Board.

13. Permittee shall preserve and protect all existing trees and plantings in the public right-of-way within the immediate vicinity of the parklet. Permittee shall be required to replace or mitigate entirely at permittee's expense, any damage to the public right-of-way or private property as a result of the parklet construction, installation, placement, operation, maintenance or removal.

14. Awnings, umbrellas and other decorative material accessory to the parklet shall be fire retardant, pressure treated or manufactured of fire resistive material.

15. Tables, chairs, umbrellas and any objects accessory to the parklet shall be maintained in a clean and attractive appearance, shall be in good state of repair at all times and shall be maintained in accordance with the approved maintenance plan and shall keep the landscaping and plants in a good, healthy and vibrant condition.

16. The parklet shall be maintained in a neat and orderly appearance at all times and the area shall be cleared of all debris on a periodic basis during the day, and again at the close of each business day in compliance with the approved maintenance plan.

17. No tables or chairs will be permitted within ten (10) feet of a pedestrian crosswalk. There shall be a distance separation of no less than two (2) feet separating the structure of the parklet and the adjacent travel lane.

18. The city may require the permittee to provide additional services beneath the parklet platform, including but not limited to pest abatement service and clearing of catch basin grates to allow proper storm drainage.

19. No portion of any object placed within the parklet boundary shall extend into an adjacent pedestrian sidewalk.

20. If the parklet includes planters, the planters shall be placed within the parklet boundaries but shall be secured to ensure that they do not move onto the adjacent sidewalk. No planters with wheels are to be permitted.

21. Tables, seating, umbrellas and any other items accessory to the parklet shall be of a quality design and lasting materials, and workmanship both to ensure the safety and convenience of the users and to be compatible with the uses in the immediate vicinity of the parklet.

22. Reflective elements are required at the outside corners of all parklets. Soft-hit posts are a standard solution deployed at the outside edges; however, the city shall consider and may require additional safety measures including bollards, reflective elements or other solutions incorporated into the parklet design if warranted.

23. For parklets in parallel parking spaces, a three-foot wheel stop or other appropriate "stops" such as planters shall be installed one (1) foot from the curb at the edge of the front and back parking spaces. When parklets are installed on a portion of a parallel parking space, wheel stops or other appropriate "stops" such as planters should be set back four (4) feet from the parklet improvements.

24. Traffic safety devices, including but not limited to bollards may be required depending on existing conditions and site layout to properly protect the parklet and its patrons.

25. Parklets shall not be permitted in front of a fire hydrant, over a manhole, public utility valve or cover. A clearance of fifteen (15) feet shall separate parklets from fire hydrants.

26. Parklets shall be required to have soft-hit posts, wheel stops and barriers on all edges of the parklet platform.

27. The parklet shall be constructed and installed to conform to all applicable federal, state, or county laws or regulations.

28. There shall be a minimum of two (2) feet wide clear path between the tables and/or seating within the parklet and any abutting sidewalks for pedestrians at all times.

29. The permittee shall have the continuing obligation of compliance with the Americans with Disabilities Act, as same may be amended from time to time.

30. The permittee shall, at its sole cost and expense, construct, operate, maintain, repair and remove the parklet and perform such acts and do such things as shall be lawfully required by any public body having jurisdiction over the parklet to install, construct, operate, use, maintain, and repair in order to comply with health and sanitary requirements, fire hazard requirements, zoning requirements, building code requirements, city engineering standards, environmental requirements and other similar regulatory requirements.

3-4H-13: TAXES, ASSESSMENTS; OPERATING COSTS AND UTILITY CHARGES:

The permittee shall pay or cause to be paid all applicable real estate taxes, assessments and other similar payments, usual or unusual, extraordinary as well as ordinary, which shall during the term be imposed upon, become due and payable, or become a lien upon the parklet or parklet license area or any part thereof, but specifically limited to such taxes or assessments which accrue after the effective date of the parklet revocable license. Permittee shall, upon request, exhibit a receipt for such payments to the City. Further, permittee shall pay or cause to be paid all operating expenses, such as those for light, electricity, charges for water, and all costs attributable to the maintenance and operation of all parklet improvements to be erected within the license area for the parklet or landscaping related thereto.

3-4H-14: APPEAL:

A person may appeal a decision of the city clerk to deny an application by filing a written appeal to the office of the city clerk within fourteen (14) days of the date of the decision. An administrative fee of fifty dollars ($50.00) shall be paid at the time the appeal is filed. Failure to file the appeal and pay the administrative fee shall constitute a waiver of the right to a hearing, and the denial shall thereupon become final. If the written appeal and administrative fee are filed in conformance with this section, a hearing shall be scheduled and conducted pursuant to 3-4H-15(B).

3-4H-15: DENIAL, SUSPENSION, OR REVOCATION OF PERMIT:

A. Any permit issued under the provisions of this Article may be denied, suspended, or revoked by the city clerk as follows:

1. Violation of any provision of this Article, any other section of this Code, or has otherwise conducted business in an unlawful manner.
2. Fraud, misrepresentation, or false statements made in securing a permit and made in the course of the applicant's business.
3. Failure to cooperate with all reasonable requests of any official of the city.
4. A permittee or employee of a permittee selling any unwholesome or tainted food or food products.
5. Failure of any permittee to maintain the appropriate insurance, or county, state, and federal licenses and permits, during the term of the permit.
7. Failure to pay on time any fee owed to the city.
8. Creating a public safety nuisance by generating three (3) police calls or more to the establishment during the duration of the permit.
9. Failing to pass an inspection or remedy inspection violations in a timely manner.

B. Upon receipt of information alleging grounds exist to deny, suspend, or revoke a parklet permit, or a written appeal and administrative fee have been received at the office of the city clerk, the city clerk shall cause a notice to be sent by ordinary mail to the applicant or permittee at the address noted in the application. Said notice shall state that a hearing has been set before

the city council not more than thirty (30) days from the date of the notice. The notice shall include the reason and grounds for the hearing, the date and time of the hearing, and the place where the hearing will be conducted. Upon such hearing, if the city council determines that one or more of such grounds do exist, it may suspend or revoke an existing permit or uphold a decision to deny a permit. A suspension shall constitute a minimum period of fourteen (14) calendar days from the date of the hearing, during which period the permittee may not conduct any business. In the event such permit is revoked, no parklet permit shall be issued to the permittee for one (1) subsequent parklet season following the revocation.

C. A permittee shall, within five (5) calendar days from the date of revocation, remove the parklet. If the permittee files an appeal, such parklet may remain in operation through the appeal process. If the permittee loses the appeal, the permittee shall at its own expense, remove the parklet within five (5) calendar days of the date of the denial of the appeal.

D. In the event of revocation, the city clerk shall notify the Iowa Beer and Liquor Control Department. The permit holder may appeal the revocation to the Iowa Beer and Liquor Control Department Hearing board, pursuant to Section 123.32, Code of Iowa. Revocation or suspension of authorization by the city of operation of a parklet shall not affect the licensing of the principal establishment, unless separate action to suspend or revoke that license or permit is also initiated by the City Council.

3-4H-16: REMOVAL OF PARKLET:
The city reserves the right to require a parklet to temporary suspend or cease operation and remove the parklet at any time so that the city may access public right of way and street. Removal of the parklet will be done at the permittee's expense. Parklets shall be removed within five (5) business days of the expiration of the permit. If the permittee fails to remove the parklet within fourteen (14) days after the expiration of the permit, the city may remove the parklet and the cost thereof shall be assessed against the property.

3-4H-17: PENALTY:
Any person who violates any of the provisions of this Article shall be guilty of a municipal infraction and fined as provided in subsection 1-3-2 of this Code.

3-4H-18: SEVERABILITY:
If any provision or clause of this Article or its application to any person or in any circumstances is held invalid, such invalidity shall not affect other provisions or applications of this Article, which can be given effect without the invalid provision, or application, and to this end, the provisions of this Article shall be severable.

TITLE 3 – BUSINESS AND LICENSE REGULATIONS
CHAPTER 4 – BUSINESSES RELATING TO SALES
ARTICLE G – SIDEWALK CAFÉ

3-4G-1: DEFINITIONS:
3-4G-2: PURPOSE:
3-4G-3: RIGHT TO LIMIT:
3-4G-4: PERMIT REQUIRED:
3-4G-5: WHERE AND WHEN PERMISSIBLE:
3-4G-6: APPLICATION FOR PERMIT:
3-4G-7: ISSUANCE OF PERMIT:
3-4G-8: TRANSFERABILITY OF PERMIT:
3-4G-9: INSURANCE:
3-4G-10: LITTER:
3-4G-11: RESTRICTIONS ON SMOKING AND ALCOHOLIC BEVERAGES:
3-4G-12: SIDEWALK CAFÉ REGULATIONS FOR OPERATION AND CONSTRUCTION:
3-4G-13: APPEAL:
3-4G-14: DENIAL, SUSPENSION, OR REVOCATION OF PERMIT:
3-4G-15: REMOVAL OF SIDEWALK CAFÉ:
3-4G-16: PENALTY:
3-4G-17: SEVERABILITY:

3-4G-1: DEFINITIONS:
A. Sidewalk Café: Any group of tables and/or chairs, and its authorized decorative and accessory devices and barriers, situated and maintained upon the public sidewalk for use in connection with operating a brick and mortar licensed food service establishment. The sidewalk café shall be attached and adjacent to the brick and mortar licensed food service establishment.

B. Operator: The owner and/or employees of the permitted business responsible for operating and maintaining the sidewalk café.

C. Design Review: Materials used to define the perimeter of a sidewalk café shall be subject to the approval of the Engineering Department. Materials used to define the perimeter of a sidewalk café or parklet located in the downtown district shall be subject to the approval of the Main Street Waterloo Development Authority, in accordance with Section 2-2-3 of this Code.

D. Downtown Entertainment District: The Downtown Entertainment District shall be on East 4th Street and West 4th Street from Franklin Street to Washington Street.

E. Licensed Food Establishment: A business selling food to customers from a brick and mortar establishment in the Downtown Entertainment District and required by the State of Iowa to have a food establishment license.

3-4G-2: PURPOSE:
This Article shall set forth regulations for any establishment operating a sidewalk café in the Downtown Entertainment District.

3-4G-3: RIGHT TO LIMIT:
The city council shall, by resolution, have the right to limit the number of sidewalk cafes allowed on one side of one city block in the Downtown Entertainment District.

3-4G-4: PERMIT REQUIRED:
A. It shall be unlawful for any person to erect or operate a sidewalk café within the city without first obtaining a permit from the city, and to any other state or county permits, certifications, and licenses that may be required to operate a licensed food establishment on a parklet. A sidewalk café, permitted and operated in accordance with this chapter shall not be considered an obstruction of a public right-of-way.

B. A permit for a sidewalk café shall be issued only to the permittee who shall include, jointly and severally, (i) operator of the qualifying business and (ii) the fee simple owner of the real property upon which the qualifying business is located.

3-4G-5: WHERE AND WHEN PERMISSIBLE:
A sidewalk cafe regulated under this Article shall be permitted as follows:

1. In the downtown entertainment district on East 4th Street and West 4th Street, bounded by Franklin Street and Washington Street.

2. Attached and adjacent to the brick and mortar licensed food service establishment.

3. Where the sidewalk cafe's operation is primary to and a part of the operation of its adjacent licensed food establishment.

4. Provided the area in which the sidewalk café is located extends no farther along the sidewalk's length than the actual sidewalk frontage of the licensed food establishment.

5. Where a brick and mortar establishment is a licensed food establishment. Such establishment may also hold a State of Iowa Alcoholic Beverages license. An establishment with only a State of Iowa Alcoholic Beverages license shall be prohibited from obtaining a sidewalk café permit.

3-4G-6: APPLICATION FOR PERMIT:
A. Contents of Application: Applicants for a permit under this Article shall complete and submit to the city clerk an application, fees, and supporting documentation, all of which shall include but not be limited to the following information:

1. The name, phone number, and email address of the applicant.

2. The name, address, phone number, and email address of the business.

3. Proof of valid food service license(s) from the state and/or county health departments if selling/handling food and/or beverages for human consumption.

4. A certificate of insurance and indemnification agreement as required in Section 3-4G-9 of this Article.

5. A non-refundable application fee of fifty dollars ($50.00).

B. Filing: No application shall be accepted for filing and processing unless it conforms to the requirements of this Article. This includes a complete and true application, all of the required materials and information prescribed, and the appropriate application fee.

C. Timely Filing: An application must be filed with the city clerk's office no later than February 1st of each year. The city reserves the right to reject any application not filed in a timely manner. The city clerk may charge an applicant a twenty dollar ($20.00) fee for filing an incomplete application or for failing to timely file the application.

D. Application Review: Upon receipt of the complete application as required by this Article, the city clerk shall forward the application to the Fire Department, Building Department, Planning, Programming, and Zoning Department, Engineering Department, and Police Department for review. Following approval by city departments, the city clerk shall forward the application to the Main Street Design Review Board for review.

3-4G-7: ISSUANCE OF PERMIT:
A. If the city clerk finds the application is complete, fully executed, and made in conformance with Section 3-4G-6 of this Article, the application fee and all outstanding fees owed to the city are paid, and upon approval by all parties listed in Section 3-4G-6 of this Article, the city clerk shall inform the applicant that a permit may be issued subject to payment of a permit fee of one hundred dollars ($100.00).

B. Term of Permit: A permit shall be valid from April 1 through November 1.

3-4G-8: TRANSFERABILITY OF PERMIT:

A permit issued under the provisions of this Article is not transferable in any situation to any person and is only applicable to the person filing the application.

3-4G-9: INSURANCE:
A. All sidewalk cafes shall provide proof of and maintain current commercial general liability insurance having a minimum combined single limit of one million dollars ($1,000,000.00). Workers' Compensation coverage of no less than the statutory requirement. A certificate of insurance shall be delivered to the city clerk prior to the issuance of a permit. The certificate of insurance shall list the City of Waterloo and its elected and appointed officials, officers, employees, and agents as named additional insureds on a primary and non-contributory basis, including a waiver of subrogation in favor of city, against any liabilities that may arise in connection with the operation of the mobile food business.

B. Apart from and separate from any insurance required under this section, the permit holder shall agree in writing to indemnify, defend, and hold the City of Waterloo and its assignees and employees harmless from all losses, damages, injuries, claims, demands, and expenses in a manner resulting from or arising out of the permitted operation of the sidewalk café.

3-4G-10: LITTER:
The permittee shall be responsible for keeping the sidewalk cafe area free of trash or litter, and collecting and removing daily all garbage, litter, and other debris in its immediate vicinity.

3-4G-11: RESTRICTIONS ON SMOKING AND ALCOHOLIC BEVERAGES:
Permittees shall enforce the following prohibitions or restrictions:

1. Smoking tobacco or using an electronic smoking device at a sidewalk café is prohibited.
2. Alcoholic beverages may be served at sidewalk cafes pursuant to a valid liquor control license, and in accordance with state and local alcoholic beverage control laws, provided the following additional requirements are met:
    a. Patron entrance to and egress from the sidewalk café shall be controlled by staff of the establishment, who shall continuously monitor the sidewalk café during times alcoholic beverages are being sold or consumed, and
    b. No alcoholic beverages may be sold or served to patrons later than 10:00 p.m.
    c. Patrons shall not be permitted to consume any beverages within the sidewalk café that were not purchased on the premises, and
    d. The establishment shall ensure that no patron loiters in the clear path of pedestrian travel while in possession of an alcoholic beverage. Patrons may be in possession of an alcoholic beverage in the clear path of pedestrian travel only for the purpose of moving to the sidewalk café from the adjoining indoor restaurant or vice versa.

3-4G-12: SIDEWALK CAFÉ REGULATIONS FOR OPERATION AND CONSTRUCTION:
A. Date and Time of Operation: A sidewalk café may only operate from April 1 to November 1. Sidewalk cafes shall not operate or allow patrons to congregate in the sidewalk café between the hours of 10:00 p.m. and 6:00 a.m. daily. If a sidewalk café is not in operation for the entire period, the annual permit fee shall not be prorated.

B. Location: All sidewalk cafes may be located on private property or public right-of-way in the downtown entertainment district. Such area must be immediately adjacent and attached to the licensed food establishment of which it is apart and provide (5) feet of public right-of-way available for pedestrian traffic. Sidewalk cafes shall be attached and adjacent to an establishment covered under a valid beer or alcohol license or food permit.

C. Sidewalk Cafes shall be aesthetically separated on three sides. This barrier does not need to be of solid material but must provide an aesthetically pleasing separation from surrounding uses as determined by the city or Main Street Design Review Board.

D. Sidewalk cafes shall be accessible from the permitted premises to which it is attached.

E. Occupancy: A Sidewalk Café shall not exceed one person per ten (10) square feet of floor area accessible to the public.

F. A Sidewalk Café shall be adequately lighted by use of non-obtrusive lighting, which shall not be directed toward any residential use.

G. Amplified sound equipment in a Sidewalk Café shall not be permitted. Compliance with the City noise ordinance shall be required.

H. Adequate hard surfaced parking shall be provided as required by the Waterloo Zoning Ordinance, Ordinance No. 5079, as amended.

I. Sidewalk Cafes shall comply with appropriate building, housing, and fire codes and with all other applicable state and city statutes.

J. Inspections: The city shall inspect sidewalk cafes at least once per year outside of the application process at the same time inspection of the adjacent permitted establishment occurs. The city may, at its discretion, inspect a sidewalk café at any other time as deemed necessary to ensure compliance with city ordinances.

K. Approval or disapproval of a sidewalk café application shall be at the discretion of the city clerk. Such discretion shall be exercised with due regard to public health, safety and welfare considerations. The city departments may impose additional requirements in particular situations, when it is deemed to be necessary to ensure compliance with city ordinances.

L. Only responsible businesses will be allowed to renew. The city will determine if the business responsibly managed its sidewalk café by the previous year's performance, calls for service, and compliance with city codes.

M. Any change to the perimeter of the sidewalk café is subject to the approval of city departments listed in the application process and Main Street Design Review Board.

3-4G-13: APPEAL:
A person may appeal a decision of the city clerk to deny an application by filing a written appeal to the office of the city clerk within fourteen (14) days of the date of the decision. An administrative fee of fifty dollars ($50.00) shall be paid at the time the appeal is filed. Failure to file the appeal and pay the administrative fee shall constitute a waiver of the right to a hearing, and the denial shall thereupon become final. If the written appeal and administrative fee are filed in conformance with this section, a hearing shall be scheduled and conducted pursuant to 3-4G-14(B).

3-4G-14: DENIAL, SUSPENSION, OR REVOCATION OF PERMIT:
A. Any permit issued under the provisions of this Article may be denied, suspended, or revoked by the city clerk as follows:

1. Violation of any provision of this Article, any other section of this Code, or has otherwise conducted business in an unlawful manner.
2. Fraud, misrepresentation, or false statements made in securing a permit and made in the course of the applicant's business.
3. Failure to cooperate with all reasonable requests of any official of the city.
4. A permittee or employee of a permittee selling any unwholesome or tainted food or food products.
5. Failure of any permittee to maintain the appropriate insurance, or county, state, and federal licenses and permits, during the term of the permit.
7. Failure to pay on time any fee owed to the city.
8. Creating a public safety nuisance by generating three (3) police calls or more to the establishment during the duration of the permit.
9. Failing to pass an inspection or remedy inspection violations in a timely manner.

B. Upon receipt of information alleging grounds exist to deny, suspend, or revoke a sidewalk cafe permit, or a written appeal and administrative fee have been received at the office of the city clerk, the city clerk shall cause a notice to be sent by ordinary mail to the applicant or permittee at the address noted in the application. Said notice shall state that a hearing has been set before the city council not more than thirty (30) days from the date of the notice. The notice shall include the reason and grounds for the hearing, the date and time of the hearing, and the place where the hearing will be conducted. Upon such hearing, if the city council determines that one

or more of such grounds do exist, it may suspend or revoke an existing permit or uphold a decision to deny a permit. A suspension shall constitute a minimum period of fourteen (14) calendar days from the date of the hearing, during which period the permittee may not conduct any business. In the event such permit is revoked, no sidewalk cafe permit shall be issued to the permittee for one (1) subsequent sidewalk café season following the revocation.

C. A permittee shall, within five (5) calendar days from the date of revocation, remove the sidewalk café. If the permittee files an appeal, such sidewalk café may remain in operation through the appeal process. If the permittee loses the appeal, the permittee shall at its own expense, remove the sidewalk café within five (5) calendar days of the date of the denial of the appeal.

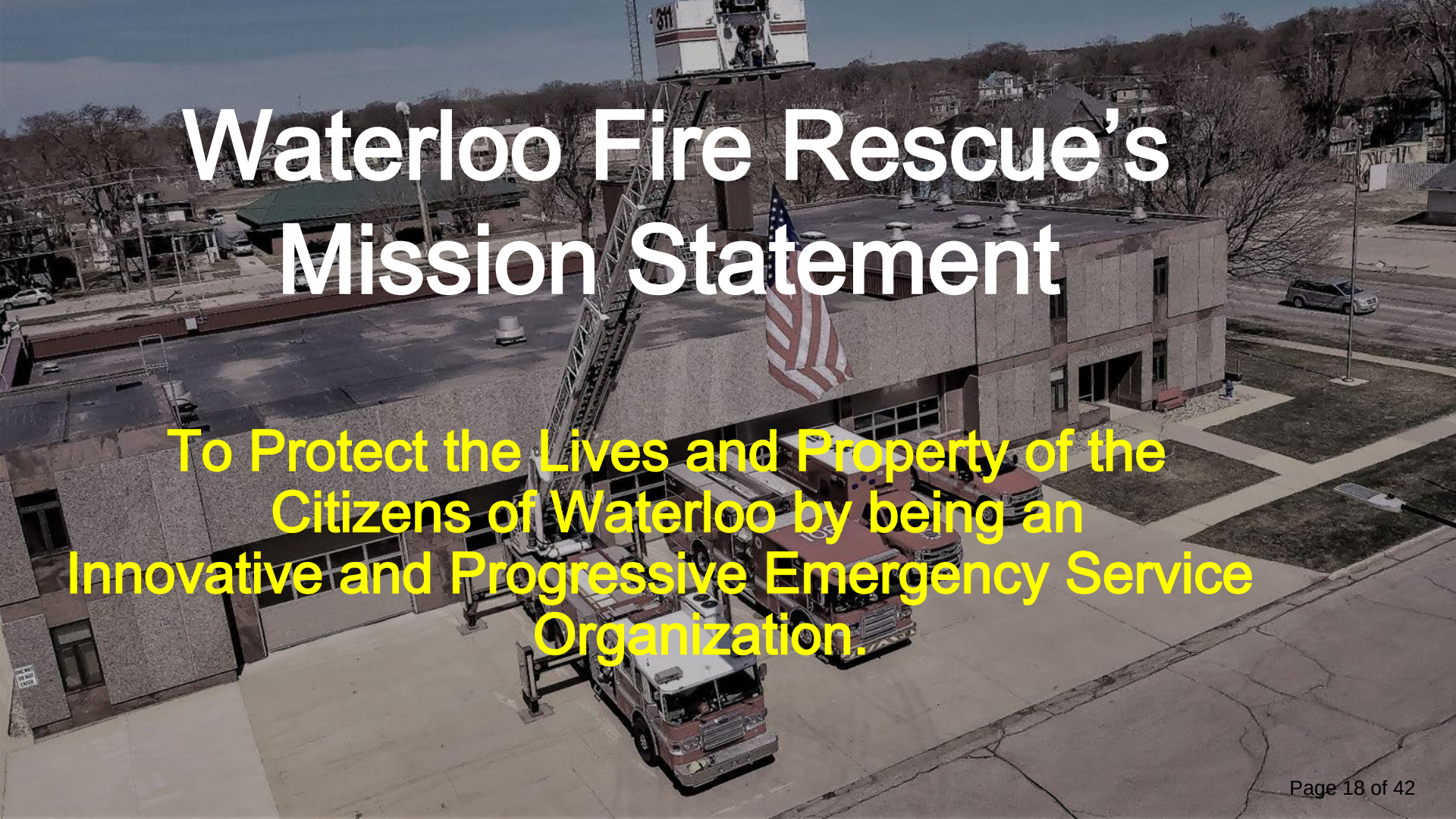
D. In the event of revocation, the city clerk shall notify the Iowa Beer and Liquor Control Department. The permit holder may appeal the revocation to the Iowa Beer and Liquor Control Department Hearing board, pursuant to Section 123.32, Code of Iowa. Revocation or suspension of authorization by the city of operation of a sidewalk café shall not affect the licensing of the principal establishment, unless separate action to suspend or revoke that license or permit is also initiated by the City Council.

3-4G-15: REMOVAL OF SIDEWALK CAFÉ:
The city reserves the right to require a sidewalk café to temporary suspend or cease operation and remove the sidewalk café at any time so that the city may access public right of way if the café is located in the right of way. Removal of the sidewalk café will be done at the permittee's expense.

3-4G-16: PENALTY:
Any person who violates any of the provisions of this Article shall be guilty of a municipal infraction and fined as provided in subsection 1-3-2 of this Code.

3-4G-17: SEVERABILITY:
If any provision or clause of this Article or its application to any person or in any circumstances is held invalid, such invalidity shall not affect other provisions or applications of this Article, which can be given effect without the invalid provision, or application, and to this end, the provisions of this Article shall be severable.

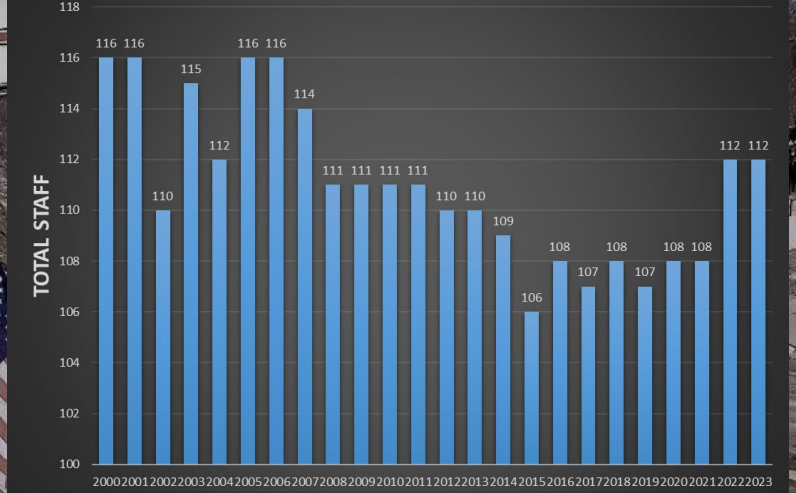
Waterloo Fire Rescue's Growth in the North End

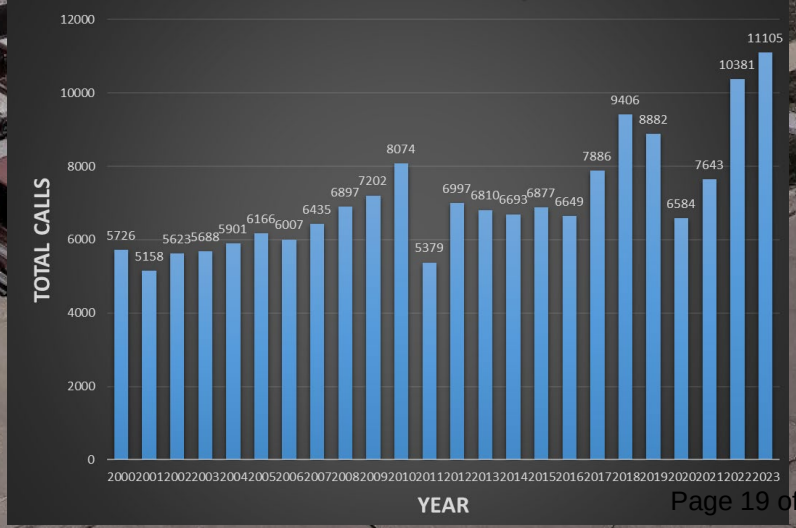


Waterloo Fire Rescue's Mission Statement

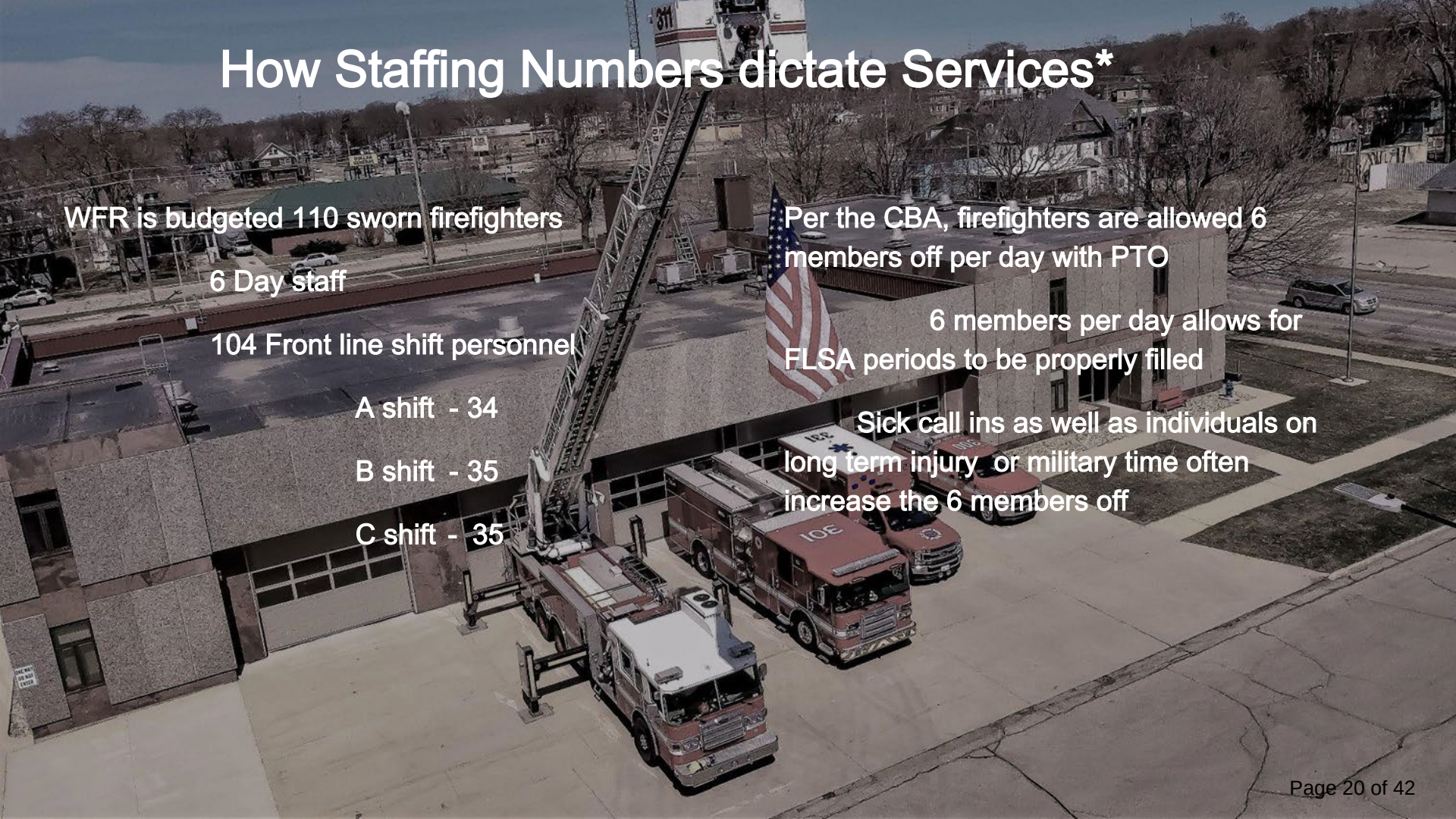
To Protect the Lives and Property of the Citizens of Waterloo by being an Innovative and Progressive Emergency Service Organization.

Waterloo Fire Rescue EMS call volume since 2000





How Staffing Numbers dictate Services*



WFR is budgeted 110 sworn firefighters

6 Day staff

104 Front line shift personnel

A shift - 34

B shift - 35

C shift - 35

Per the CBA, firefighters are allowed 6 members off per day with PTO

6 members per day allows for FLSA periods to be properly filled

Sick call ins as well as individuals on long term injury or military time often increase the 6 members off

WFR is Requesting

An additional FOUR line members to meet the growing needs of our City and help fulfill our Mission Statement

Why Station 3?

1. We already have the Infrastructure

Why Station 3?

2. Possible Isolation due to Railroad Activity

Why Station 3?

3. The Escalating Growth of the North End

Where Funding Will Come From - Interfacility Transports

Waterloo Fire Rescue would provide up to 3 routine transports per day for Allen Hospital

In discussions with Unitypoint (Allen) Hospitals, we could receive somewhere between 50 and 80 transport requests per month.

- UnityPoint has stated they will make us a priority for transports as long as we can be a reliable transport
- Currently will have to call as far away as Ft Dodge to attain a transport.
- Rachael Lindaman, Unity Point ER Manager would be happy to discuss the need for quality transports if anyone would like to get more detailed information regarding their support of our idea.

Reimbursement comes from either the insurance company of the patient, MediCare/Medicaid or the hospital themselves.

Reimbursements range from $400 to $1600 a trip plus $13 a loaded mile.

Putting the Rubber to the Road

If we play the game of averages…

$1000 per transport

$1202.50 in mileage per trip

65 transports a month.

$2202.5 per transport

$2202.50x65 days=$143,162.50 a month

$143,162.50x 12=$1,717,950 annually gross

Where $1,717,950 will go…

$1,717,950 Gross

- 380,000 a new loaded ambulance(rig/monitor/power load/cot/CCP)

$1,337,950

- 1,016,000 total cost of 8 additional WFR at 1st year paramedic rate

$321,950

- 113,997 fuel costs

$207,953

- 100,000 maintenance/training/unknowns

$107,953 remaining

Where $107,953 can be utilized…

Tax relief to our external stakeholders by way of:

Accelerated apparatus replacement when combined with bonding funds.

Our aerial device is 17 years old. Replacement should be estimated at $2M.

Cancer Prevention funding (lower long term insurance costs)

Diesel Mitigation Systems

Replacement Gear

Clean Cab

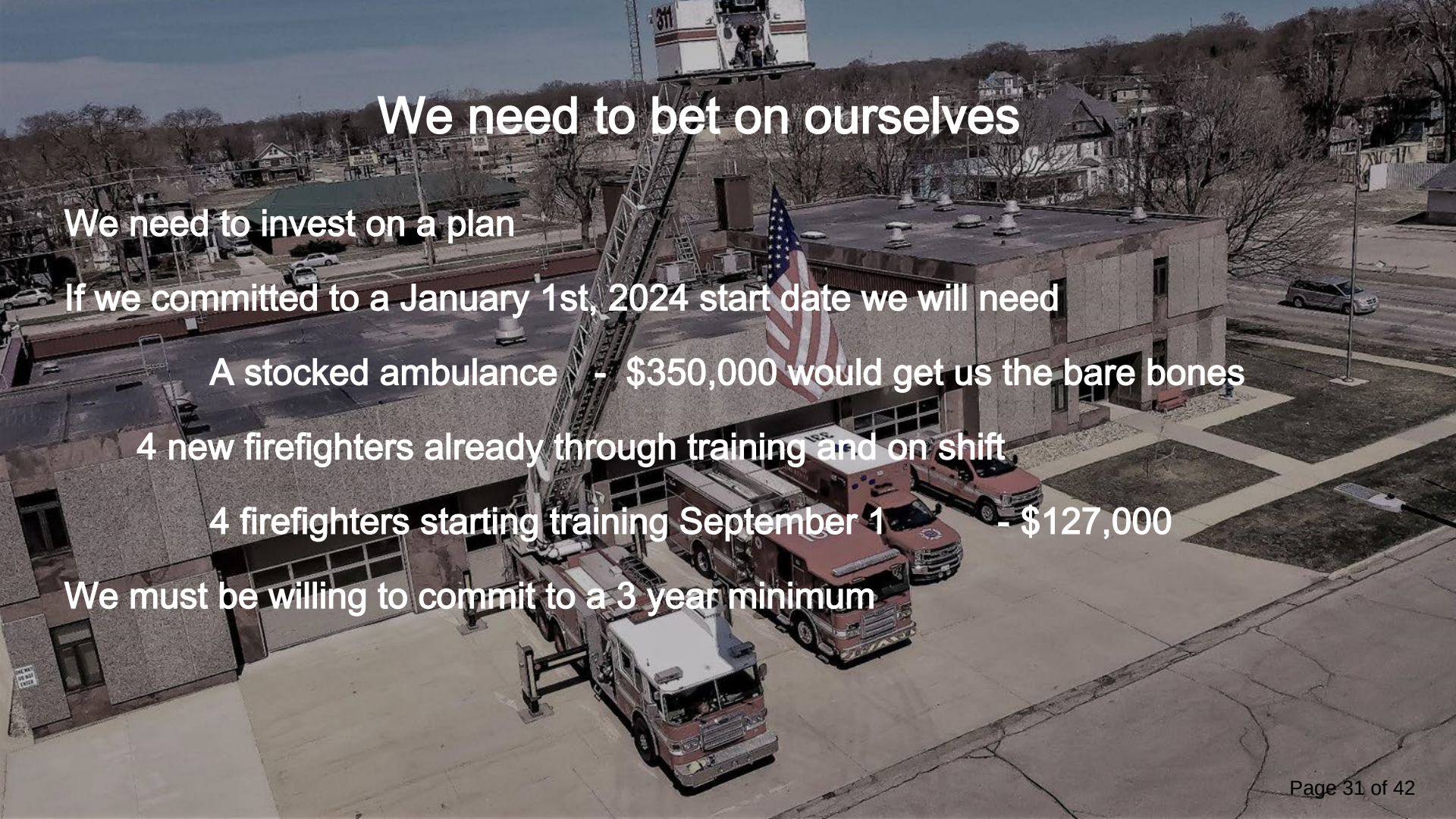
What we would need to start

The additional personnel

Either increasing our OT for the short term

Another new ambulance in the fleet

Our current fleet is unable to absorb that kind of mileage for long



We need to bet on ourselves

We need to invest on a plan

If we committed to a January 1st, 2024 start date we will need

A stocked ambulance - $350,000 would get us the bare bones

4 new firefighters already through training and on shift

4 firefighters starting training September 1 - $127,000

We must be willing to commit to a 3 year minimum

Final Points

Transports to Iowa City or Rochester will take roughly 3.5 hours per transport, leaving 333 crews to respond to 9 - 1- 1 emergency, train and have down time for +/ - 14 out of every 24 hours

Capping transports at 3 per 24 hour shift allows for a healthy employee

Waterloo Fire Rescue would NOT have more than one routine transport occur at a time, our emphasis will always be the safety and services to the citizens of Waterloo.

Questions?

Here is an additional breakdown of the numbers we talked about during the work session.

Allen Hospital has stated they could provide 50-80 transports a month. This is an average of 65 or 2.2 transports per day. Waterloo Fire would cap our non emergency transports at no more than 3 per day. For all further number generation, we will use the average of 65 transports per month.

Depending on factors out of WFR control, reimbursement for a transport can range from $400 to $1600. We will use the average $1000 per transport. WFR charges $13 per loaded mile, Iowa City and Rochester average 91.5 miles away, generating $1202.50 per trip. This creates an average gross revenue of $2202.50 per trip.

Averages Revenues	
Revenue per transport	$2202.50
Transports per Month	65
Revenue per month	$143, 162.50
Revenue per year	$1,717,950.00
New ambulance	-$280,000
	$1,437,950
Stocking ambulance	$100,000
	$1,337,950
8 paramedic level wages	$1,016,000
(8x$127,000)	$321950
Fuel Costs	$207,953
28k gal diesel @ $3.95	$113,997
Maintenance/Training	$100,000
Remaining balance	$107,953

Slide 1

I would like to thank everyone for their time today. My name is Bill Beck, I am the Chief of Fire Services for Waterloo.

Slide 2

I would like to start with a review of our Fire Department's Mission statement, which reads, "To Protect the lives and property of the citizen's of Waterloo by being an innovative and progressive emergency service organization. What we are going to discuss today is an idea that explicitly does just this statement, not only in the aspects of emergency services, but as a good steward of our stakeholders tax dollars.

Slide 3

As the bottom graph shows, since 2000, Waterloo Fire Rescue has had a steady increase in EMS calls. Steady that is, until 2021. From 2021 to today, EMS calls have had an upturn in its growth percentage. Several factors can be considered when determining this uptick. First, and most obvious, is the fact that the baby boomer population is continuing to age. As people of my parents age reach their 80s, incidents of falls with injury, sickness that leads to hospitalization or more serious health concerns increase the need for emergency medicine. Another factor to consider is the fact we have just gone through a global pandemic that has led to long lasting physical and mental health concerns.

The top slide here simply gives an idea of our staffing levels throughout this period. Please note these numbers are what we are budgeted for, which includes non sworn members. I'd like you to keep this slide in mind when we discuss the importance that the SAFER grant was. The SAFER personnel are the reason for the bump up in the last two years.

Slide 4

When we talk about staffing with the Fire Department, we need to keep in mind we need to think in triples due to having 3 shifts. We are budgeted for 110 sworn members. Six of us are 40 hour, non shift life individuals, leaving 104 sworn members. As you can see on the left, this is how it breaks down to shifts. These numbers fluctuate a bit, but we always try to keep them close.

On the right column, we can see where staffing numbers go. At 33 per shift,or a shift strength of 105,barring long term injuries and sick call ins, all 6 stations are open and Station 3 is a 3 person station. Any sick or injured employee requires overtime to keep Station 6 open. At 35 per shift, we are able to keep all stations open and make Station 3 a five person station with a dedicated engine and ambulance.

Slide 5

Why I am here today is to formally begin the conversation that will upgrade Station 3, located in Ward 3 at 222 W Donald St., from a three person station to a five person station, with three dedicated staff to Engine 303 and two dedicated staff to Ambulance 333.

Slide 6

So why does Station 3 need to become a 5 person station? First of all, it is built for it. It is a drive in drive out, double bay that holds an Engine and Ambulance.Chief Smith, in the 1960s, designed Station 3 for north end growth. It is Waterloo Fire Rescue’s belief that that time is now. At our current staffing levels, when numbers allow, we have been able to staff it with 5. In FY 23, this Station 3 ambulance was in service for 151 days and made 822 calls, which is a 6.2 calls per day average.

Slide 7

Station 3s location makes it the first due company/ambulance in a large section of the city that can be cut off due to trains blocking the roadways. When a train is blocking access at the Logan/4th and Arlington railroad crossing, units must drive 19 additional blocks to get around the blocking train. This is also an excellent chance to mention that Station 3 responds to the largest area of all the station territories, stretching from the east to west border and protecting the entire Northern border of the city. Station 3 will also be the first due engine for a large portion of East Waterloo township.

Slide 8

The North End is experiencing some long overdue positive growth. Just in my time as a Waterloo firefighter, the area has added Allen College, Northcrest, a new HyVee, doctor's offices, gas stations and coming soon the Union at North Crossing will add 187 housing units to the area. All this growth requires city services. The slide here shows the North End. The circle is Station 3. Across the street is Allen Hospital and just a few blocks to the east is the North Crossing.

Slide 9

How to fund this is the million dollar question. Interfacility transfers is our estimated 1.7 million dollar answer. What Waterloo Fire Rescue is proposing is routine daily interfacility transfers, generally to The University of Iowa Hospitals and Clinics and Rochester's Mayo Clinic. Waterloo Fire Rescue will occasionally run emergency transports currently, so transports are not an entirely new idea.UnityPoint is 100% behind our attempt to begin transports, as they often must call around as far as Ft Dodge to get transport for a patient.

Slide 10

Allen has stated in meetings that they could produce somewhere between 50 and 80 transports a month. Waterloo Fire Rescue would not exceed 3 routine transports per 24 hour shift. Reimbursement does fluctuate due to factors such as the level of care required, specialized equipment utilized and a patient's insurance policy. This range can be anywhere from $400 to $1600 a trip.

Slide 11

What are we really talking about when it comes to revenue and costs? I derived these numbers from the averages of the last screen. $1000 per transport is the average of $400 and $1600. If I were to guess, we would actually trend higher. Iowa City is 71 miles away, Mayo Clinic is 105 miles away. Added up they equal 185, split in half it is 92.5 miles as a loaded average. 92.5 x $13 is $1202.50. This makes the gross revenue $2202.50 per transport. 50 to 80 transports a month averages at 65 transports a month, equalling $143,162.50 per month. Using these averages, as you can see on the right side, will give us a projected average gross annual revenue of $1,717,950.

Slide 12

When we start to break down our costs, you will be able to see some fairly exciting numbers. We start our annual expenses with $380,000 in a new, fully stocked ambulance every year. To give you an idea on ambulance replacement, we have a new ambulance at Lifeline being built. It will have a $275,000 price tag and be completely empty when we take ownership. We originally asked for 2 ambulances through bonding and were only awarded $280,000 for one. We will need to strip down another ambulance to outfit it as best as we can. With the additional $100,000 I have allocated here, we will be able to buy some fo the more pricey

aspects of outfitting an ambulance, like a new power cot and new power load system ($28,000), a new Zoll Monitor ($50,000), a new ventilator ($5,000). This leaves $1,337,950. Please note, we will be purchasing a new ambulance EVERY YEAR. This means 1. Our ambulance fleet becomes younger at the cost of highway miles, 2. Our equipment gets updated regularly. Our monitors are close to 10 years old. We just had to spend $8000 in unexpected repairs to one. THis program allows us to upgrade yearly as opposed to spending $300,000 on all new monitors at once. 3. We can use the money that is set aside for bonding to go towards our aging fire engine and aerial fleet.

From that $1.3M, we can budget eight firefighters.This number is derived from the real cost given to me by Finance of the city to pay $127,000 per firefighter at 1st year paramedic rate. As I am sure that many of you noticed,Waterloo Fire Rescue is asking for 4 firefighters, so why are we looking at the cost of 8? Simply stated, this City and this council showed an act of faith to its Fire Department when 4 years ago it agreed to a 4 year SAFER grant to fund 4 firefighters.That funding is over in January 2024. Routine transports will cover the cost of those 4 and add the four more needed to properly staff 333. This leaves us $321,950. Without a program like this, we can’t grow our staffing numbers, but our call numbers will grow regardless.

According to Google, F550s can achieve 13 miles per gallon on the highway. I think we can realistically estimate 5 miles per gallon. Using our averages, we will accumulate 144,300 miles annually. Since March, the highest retail price for diesel has been $3.95 a gallon. This equals $133,997. This makes our balance $207,953.

We estimate high and put an additional $100,000 towards the maintenance of 333 and all other Fire Rescue apparatus. Because we will be purchasing a new ambulance annually, we can hope that breakdowns and repairs will be at a minimum, but we can expect higher repairs as the transport rigs leave 333 and take the place of our older apparatus. This leaves $107,953.

Slide 13

Outside of a MAJOR mechanical failure, I don't foresee the arrival of a new aerial device during my time as Fire Chief. But with a probable $2m price tag,we need to start looking ahead. A realistic timeline for its replacement should be by 2031. We can also start dedicated funding to our Cancer Prevention Initiatives. These initiatives will then pay for themselves in the long term health costs of our firefighters.

Slide 14

To start this project we will need to address the biggest issues that it will cause. We currently have a certified Civil Service List to hire from. This program cannot be supported with just Overtime paramedics. The rate of burn out is too great and our normal ability to ask for volunteers for overtime would eventually become mandatory overtime.

We will also need to order a new ambulance immediately. With the new ambulance already on order, we could get by for the short term.

Slide 15

Here is where the chance comes from. If we commit to a 5 person Station 3 and interfacility transports on January 1st, I do not have it in my budget to hire 4 and buy another ambulance. We do have GEMT money that has surpassed projected revenues for the past few years that would cover the initial costs. Please keep in mind that we are projecting that we

would have $858,975 in revenue gain from January 1 to June 30 vs the $381,975 expenses. All other costs, like billing costs, fuel and maintenance would be covered as we gain revenue.

Slide 16

A tricky part of this plan is that no public safety entity should be more concerned with revenue generation over the mission statement of their department. By capping transports at no more than 3, we are allowing our medics to predominantly do what is most important, deliver the highest quality of emergency care to the stakeholders in the city. I feel this presentation and plan gives the best to both public safety and our revenue generation capabilities. This plan allows for ample time for the other aspects of being a mentally and physically healthy and capable member of Waterloo Fire Rescue. It also increases our chances of having an ambulance available to our citizens. Last year we had a 5 person Station 3 for 151 days. That averages out to 9.9 hours out of every 24. My presentation today puts us at 14 hours, increasing our footprint in the community, and making revenue.

Some of you may have concerns regarding how we, a governmental agency, would be able to accomplish this when private services have come in previously and not been able to succeed. This answer has multiple answers that form a well rounded response. First, just as I mentioned earlier, Station 3 has the infrastructure in place to be staffed by five people. We don't need additional building space. Secondly, as far as the billing aspects of transports, we are already doing it with our current system. Digitech is our billing company and they bill us according to our volume, so yes, costs will go up, but not exponentially we will only be

adding around 780 calls onto the 11,000 EMS calls we make a year. This is an increase of only 7%.

Slide 17

I have some handouts for everyone as well showing the numbers again. If you would like, I can email them to you as well. I am happy to answer any questions now or in the future.