

**CITY OF WATERLOO COMMON COUNCIL**  
**MEETING MINUTES: November 2, 2017**

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL. Council President Bill Springer called the meeting to order at 7:00 p.m. in the Mayor's absence. Alderpersons present: Ziaja, Springer, Griffin, Thomas, Stinnett and Petts. Absent: Quimby. Others present: Tammy Krueger, the Daily Times; Diane Graff, the Courier; Police Chief Sorenson; WLOO videographers; Assistant Public Works Director Jeff Robbins; Nicole Tuttle; Gabriel Elder; Deputy Clerk/Treasurer Mike Kawula and Clerk/Treasurer Hansen. The pledge of allegiance was recited.
2. MEETING MINUTES APPROVAL: October 19, 2017. MOTION: Moved by Thomas, seconded by Petts to approve the minutes as presented. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. None.
4. PUBLISHED NOTICE OF A PUBLIC HEARING
  - a. Public Hearing - Request From Rodney Abel For A Conditional Use Permit To Allow The Construction Of An Additional 12' X 16' (192 sq. ft.) Accessory Building At 540 Harrison Street – 11/28/2017 At 7 p.m. Noted.
5. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS
  - a. Community Development Authority – Authorizing A Tax Incremental Finance District #2 Expenditure, Not To Exceed \$6,000, For a 2018 Downtown Street Market. DISCUSSION: Thomas spoke in favor of extending the expenditure into 2018. He said project delays may have been caused by road construction. He said the motion was for a one-time expenditure to get the project going. MOTION: Moved by Thomas, seconded by Stinnett to approve the motion extending the expenditure to 2018. ROLL CALL VOTE: Ayes: Ziaja, Thomas, Griffin, Stinnett and Petts. Noes: Springer, with Quimby absent. Motion carried.
  - b. Street Market Manager Submittal Review Committee – Recommending Nichole Tuttle As Street Market Manager And Directing The Drafting Of A Contract For Allocation Of Municipal Seed Money For A 2018 Waterloo Street Market Launch. DISCUSSION: Petts said Tuttle had stepped forward and was recommended by the Committees. In reply to a Springer question, Petts said the process would not start until January. Thomas said the market manager was not a municipal position, and the manager would be responsible for sustaining the market over time. MOTION: Moved by Petts, seconded by Stinnett to accept the recommendation of Nichole Tuttle as Street Market Manager and direct the drafting of a contract, for City Council consideration, authorizing the allocation of seed money to launch a street market. ROLL CALL VOTE: Ayes: Ziaja, Thomas, Griffin, Stinnett and Petts. Noes: Springer, with Quimby absent. Motion carried.
6. UNFINISHED BUSINESS
  - a. Resolution #2017-41 Awarding A Cleaning Contract For The Library; Municipal Building; the Maunesh Business Center; and the Waterloo Regional Trailhead. DISCUSSION: Hansen described two rounds of proposal submittals requested by a group including the Police Chief, Parks Coordinator, Library Director and Clerk/Treasurer. He said the department heads were recommending awarding a contract to Peachy Clean Commercial & Construction Cleaning. Responding to Griffin's question, Hansen referenced the chart in the meeting materials indicating savings compared to the current contract. Hansen said the resolution contained a reduction in non-police department municipal building hired cleaning -- from four weekdays per week to one. He said the Utility Commission building was cleaned only once a week. Thomas questioned the reduction in municipal building hallway cleaning saying much money was spent building the facility. In reply to a Springer question, Hansen said staff (Hansen) would provide additional hallway and bathroom cleaning. Thomas suggested that meeting minutes were not getting done and that Hansen should not be cleaning. Springer expressed concern that Public Works staff would be cleaning. Hansen said since 2004 tasks previously done in the building by Public Works staff such as election set-up have shifted to the Clerk/Treasurer's office. Thomas said foot traffic required additional cleaning. MOTION: Moved by Stinnett, second by Petts to accept the recommendation and to approve the resolution awarding the contract to Peachy Clean Commercial & Construction Cleaning as presented. Ziaja asked for what the savings amount would be? Hansen referred back to the chart in the meeting materials. ROLL CALL VOTE: Ayes: Ziaja, Stinnett and Petts. Noes: Springer, Griffin and Thomas, with Quimby absent. Motion failed.

7. NEW BUSINESS

- a. Resolution #2017-42 Waiving All 2018 Municipal Impact Fees And Building Fees, And Directing The Creation And Implementation Of Promotional Efforts In Support Of The Construction Of Waterloo Single Family Dwellings – Find Your Path Here, 2018. DISCUSSION: Thomas said currently the City waives fees for new single-family construction with three homes built. He proposed that the waiver be extended to calendar year 2018. MOTION: Moved by Thomas, seconded by Griffin, to approve the resolution. ROLL CALL VOTE: Ayes: Ziaja, Springer, Griffin, Thomas, Stinnett and Petts. Noes: none with Quimby absent. Motion carried.

8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.

- a. 2018 Budget Public Hearing and Council Consideration – November 16, 2017, 7:00 p.m. Noted.
- b. Stinnett said the Holiday Parade, from the High School to Firemen's Park, would be November 4<sup>th</sup> beginning at 4:30 p.m. Noted.
- c. Hansen said a Friday noon City Council meeting was posted to address a Plan Commission recommendation to grant a conditional use permit to Jefferson County to install a 60 foot tower to replace an existing wooden pole holding emergency response radio equipment on Herron Court. Noted.

9. ADJOURNMENT. MOTION: Moved by Griffin, seconded by Stinnett to adjourn. Motion carried. Approximate time: 7:18 p.m.



Attest:

Mo Hansen, Clerk/Treasurer