

**CITY OF WATERLOO PUBLIC WORKS & PROPERTY COMMITTEE MEETING MINUTES: August 5, 2021**

Digital audio files are archived with these written minutes additionally serving as the official record.

1. CALL TO ORDER AND ROLL CALL. Committee members present: Petts, Schoenwetter and Weihert. Absent: none. Others attending: Mark Herbst; Sara Cummings; Mayor Quimby; Parks Coordinator Gabe Haberkorn; Utility Superintendent Sorenson; Assistant Public Works Director Hauptli and Clerk/Treasurer Hansen.
2. APPROVAL OF MEETING MINUTES – June 3, 2021 Meeting Minutes. MOTION: [Schoenwetter/Weihert] to approve the minutes. VOICE VOTE: Motion carried.
3. CITIZEN INPUT / PUBLIC COMMENT. None.
4. PROJECT OVERSIGHT & UPDATES
  - a. Assessor's 2020-2021 Property Revaluation. Hansen shared Assessor Sunstrom's report. Data entry is nearly completed, He will begin the process of model building and reviewing probably at the end of this week. The reviewing does involve looking at and confirming data, sketches, conditions, grades, etc. The open book is scheduled for September 28th from 10:00am until 5:00pm. The Board of Review is scheduled for October 20th from 5-8pm. The open book would be handled by phone and zoom from our office.
  - b. Project Treyburn Residential Development. Hansen reported no offers on Lot #2 and said the closing for Lot #3 is scheduled for November 1<sup>st</sup>.
  - c. 203 East Madison Street. The Mayor indicated the project was nearly completed.
  - d. Adams Street Reconstruction. The Mayor indicated the project was nearly completed with final walk throughs scheduled.
  - e. Remnant Land Project. Hansen referenced a June email thread referencing four parcels, of which two expressed (Thomas and Reynolds) interest. By consensus the Committee directed staff to follow-up with property owners Archie, Thomas and Reynolds. No further action taken.
5. NEW BUSINESS
  - a. Ordinance #2021-06 Amending Chapter 340 Article IV UTILITIES Relating To Wireless Communications Facilities in the Right-of-Way (referred by City Council). DISCUSSION: Sorenson said the ordinance is not for the Utility for the City. By consensus the body directed the chapter's administration to be changed from Waterloo Utility to Clerk/Treasurer's office. MOTION: [Schoenwetter/Weihert] to recommend Council approval as amended by the consensus action. VOICE VOTE: Motion carried.
  - b. Brush Placed Behind Curb By 6:00 AM, Draft. DISCUSSION: The body reviewed the Mayor's text submittal. MOTION: [Schoenwetter/Weihert] to recommend Council approval of the policy document. VOICE VOTE: Motion carried.
  - c. DPW 2022 Budget Submittal. MOTION: [Schoenwetter/Weihert] To table the item until the next meeting. VOICE VOTE: Motion carried.
    - i. Capital Budget
    - ii. Operational Budget
  - d. Parks Pavilion Sump Pump Crack Repair Proposal. DISCUSSION: Haberkorn spoke in favor of the bid saying a professional contractor would help remedy a long standing foundation leakage problem. MOTION: [Schoenwetter/Weihert] To recommend Council approval applying contingency dollars. VOICE VOTE: Motion carried.
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. Committee Calendar. Noted.
7. ADJOURNMENT. MOTION: [Schoenwetter/Petts] to adjourn. Motion carried. Time: 6:45 pm.



Attest: Mo Hansen, Clerk/Treasurer