

FYE2022 BUDGET ACTIVITY NARRATIVE

FUND: 010 General	DEPARTMENT: 08 Planning & Zoning	ACTIVITY: 5700 Planning & Zoning
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DEPARTMENT/ACTIVITY DESCRIPTION:

The Planning, Programming & Zoning Commission or Department is responsible for the orderly development of the community through the systematic development of a comprehensive plan and implementation program. The mission is to actively promote the development and redevelopment of the City of Waterloo in order to provide the most conducive environment to live, work, pursue business opportunity, play and raise a family, while remaining cognizant of the fiscal, environmental and sociological impacts of that development. The Commission's staff also assists in a variety of tasks that relate to the growth, development, and redevelopment of properties within the City of Waterloo and day-to-day administration of municipal ordinances.

DEPARTMENT/ACTIVITY OBJECTIVES:

Provide support services to the Planning, Programming & Zoning Commission by reviewing approximately 95 new agenda items; finalization of past items; over 421 business development plans/ permits; and administering the zoning and subdivision ordinances.

Work with the Planning Commission for the review and update of the City of Waterloo Zoning Ordinance No. 5079 to ensure it is updated for terms, uses, and allowing for proper flexibility and design for the development and redevelopment of the community.

Administer and interpret current revisions and updating of the City of Waterloo Comprehensive Plan and Future Land Use Map.

Prepare, implement, revise, and work towards the continued construction of a citywide Recreational Trail Plan and system to promote the City for family activities. Work with citizens to establish an arterial bicycle authority.

Prepare the Five-Year Capital Improvements Program to insure appropriate infrastructure development (ongoing).

Provide support service to the Waterloo Board of Adjustment by performing the necessary administrative duties and functions for approximately 58 agenda items.

Continued on page 2.

PERSONNEL SUMMARY:

FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2019	CERTIFIED FYE2020	CERTIFIED FYE2021	PROPOSED FYE2022 *	PUBLISHED FYE2022	CERTIFIED FYE2022
CPD Director	0.35	0.35	0.35	0.35	0.35	
City Planner	1	1	1	1	1	
Planner I	2	2	2	2	2	
Planner II	2.3	2.3	2.3	2.3	2.3	
Administrative Secretary	1	1	1	1	1	
TOTAL FULL-TIME EQUIVALENT POSITIONS	6.65	6.65	6.65	6.65	6.65	0

* AT CURRENT FYE21 STAFFING LEVEL

FYE2022 BUDGET ACTIVITY NARRATIVE

FUND: 010 General	DEPARTMENT: 08 Planning & Zoning	ACTIVITY: 5700 Planning & Zoning
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DEPARTMENT/ACTIVITY DESCRIPTION: See page 1.
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DEPARTMENT/ACTIVITY OBJECTIVES: <p>Continued from page 1.</p> <p>Continue the disposition, acquisition, and property management of parcels obtained through Federal and State programs, miscellaneous city parcels, and other city projects such as Shaulis Road, Greenhill Road, Martin Luther King Jr. Drive, 18th Street Bridge construction, revisions to University Ave, La Porte Rd, Ridgeway and existing arterial intersections, traffic lights, trails, drainage ways, sewer extensions, etc.</p> <p>Work on implementation and construction of the Riverfront Renaissance Plan and Exposition Area for the Downtown area to include such items as environmental testing, potential environmental cleanup, acquisition of property, demolition of buildings, new construction and rehabilitation of buildings, trails, river walk system, coordination with Department of Natural Resources, Army Corps. of Engineers, consultants and consultant selection process, as well as public input meetings, Main Street meetings, Waterloo Development Corp. meetings, etc.</p> <p>Establish additional grassroots neighborhood organizations to control, maintain, and upgrade the homes, yards and living environment in each neighborhood and continue with efforts in the targeted areas.</p> <p>Contract support services to the Black Hawk County Planning & Zoning Commission by preparing and reviewing approximately 51 agenda items, answering zoning questions, and administering the county floodplain, zoning, and subdivisions ordinances in accordance with the County Comprehensive Plan.</p> <p>Plan and implement the development, redevelopment, and Design Review of relocated U.S. 218 Corridor through the City.</p> <p>Continued on page 3.</p>
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PERSONNEL SUMMARY:						
FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2019	CERTIFIED FYE2020	CERTIFIED FYE2021	PROPOSED FYE2022 *	PUBLISHED FYE2022	CERTIFIED FYE2022
See page 1.						
TOTAL FULL-TIME EQUIVALENT POSITIONS	0	0	0	0	0	0

* AT CURRENT FYE21 STAFFING LEVEL

FYE2022 BUDGET ACTIVITY NARRATIVE

FUND: 010 General	DEPARTMENT: 08 Planning & Zoning	ACTIVITY: 5700 Planning & Zoning
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DEPARTMENT/ACTIVITY DESCRIPTION: See page 1.
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DEPARTMENT/ACTIVITY OBJECTIVES: <p>Continued from page 2.</p> <p>Acquire and demolish properties and administer the flood buyout program.</p> <p>Provide support services to the Historic Preservation Commission for design review of the Highland Historic District, potential locally designated districts, and educational actions for the benefits of historic preservation. Staff is currently working with the Historic Commission on implementation of the historic plan to coincide with ordinance and design guidelines.</p> <p>Continue to administer the floodplain ordinance, educate citizens regarding Letters of Map Amendments, floodplain classifications, and work to correct problem areas by working with Iowa Emergency Management Division and FEMA and DNR offices for hazard mitigation projects. This recently included the development of a Flood Hazard Mitigation Plan to remain eligible for State and Federal grant opportunities.</p> <p>Assist in the implementation and management of the Geographic Information System for the City, including a zoning layer on the Black Hawk County web site for real estate mapping.</p> <p>Assist in compiling, studying, and analyzing Census data and how this information can be used to better study, market, and improve the community as a whole, including the areas to be targeted.</p> <p>Coordinate between City, State, and Federal governmental agencies and personnel to see that federally funded projects, both City and State, are completed in a timely manner.</p> <p>Continued on page 4.</p>
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PERSONNEL SUMMARY:						
FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2019	CERTIFIED FYE2020	CERTIFIED FYE2021	PROPOSED FYE2022 *	PUBLISHED FYE2022	CERTIFIED FYE2022
See page 1.						
TOTAL FULL-TIME EQUIVALENT POSITIONS	0	0	0	0	0	0

* AT CURRENT FYE21 STAFFING LEVEL

FYE2022 BUDGET ACTIVITY NARRATIVE

FUND: 010 General	DEPARTMENT: 08 Planning & Zoning	ACTIVITY: 5700 Planning & Zoning
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DEPARTMENT/ACTIVITY DESCRIPTION: See page 1.
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DEPARTMENT/ACTIVITY OBJECTIVES: Continued from page 3. Work to develop, negotiate, and execute necessary contracts associated with the design, construction, construction engineering, and right-of-way for federally funded transportation projects. Work with other departments and agencies for grants for flood recovery efforts including EDA, CDBG State, I-Jobs, etc. Continue to work with chosen consultant AECOM for the implementation of the City-DOT study of the Highway 63 Corridor from Highway 218 to Donald Street. The \$11.5 million awarded through the re-adoption of the federal transportation bill has allowed the \$26 million project to be built. The IDOT has acquired necessary homes and businesses for work to proceed, which will relocate Highway 63 to provide environmental justice, rejuvenated residential neighborhood plans, as well as developing economic development planning for the east side corridor – working off the momentum of the \$3.5M Hy-Vee and partnership with Ben Stroh and Unity Point for the redevelopment of the former Logan Plaza into North Crossing. Continue to work with the MPO for the coordination and prioritization of transportation needs and studies for the community as well as develop and adopt an Arterial Street Map along with anticipated future roadway needs for a total transportation system.
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PERSONNEL SUMMARY:						
FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2019	CERTIFIED FYE2020	CERTIFIED FYE2021	PROPOSED FYE2022 *	PUBLISHED FYE2022	CERTIFIED FYE2022
See page 1.						
TOTAL FULL-TIME EQUIVALENT POSITIONS	0	0	0	0	0	0

* AT CURRENT FYE21 STAFFING LEVEL

FYE2022 BUDGET ACTIVITY NARRATIVE

FUND: 010 General	DEPARTMENT: 08 Planning & Zoning	ACTIVITY: 5885 City Property Management
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DEPARTMENT/ACTIVITY DESCRIPTION:

The City of Waterloo continues to aggressively pursue the acquisition and elimination of dilapidated homes, and commercial and industrial sites through the 657A process using federal, state, and other grants as well as maximizing other matching opportunities for funding, including local and special funding. The City has worked to not only acquire and eliminate these problem areas, but has also worked towards their redevelopment with grant opportunities in many parts of the city for new infill housing, new infill commercial developments as well as expansions of the same.

DEPARTMENT/ACTIVITY OBJECTIVES:

Continue the disposition, acquisition, and property management of parcels obtained through the implementation of the Iowa Department of Economic Development's Brownfields grant and Economic Development Administration for redevelopment of the Rath Brownfield area, including the former Rath Administration Building and properties within the Cedar River Neighborhood for mixed-income housing.

Continue the disposition, acquisition, and property management of parcels obtained through the Federal and State Programs, miscellaneous city parcels, and other city projects such as Ansborough Avenue Interchange, sewer projects, etc.

Continue to manage Brownfield sites such as the Rath Administration Building, the CMC site, and the Chamberlain Manufacturing site.

Work on implementation and construction of the Riverfront Renaissance Plan for the Downtown area to include such items as environmental testing, potential environmental cleanup, acquisition of property, demolition of buildings, new construction and rehabilitation of buildings, etc.

Continue to work on the US Hwy 63 project.

Continue to work with city staff to address vacant and dilapidated properties by demolishing 8-12 properties, and housing redevelopment initiatives through rehabilitation and new construction activities. The 657A process will lead this initiative.

Continue to partner with the Waterloo Community Schools for redevelopment of un-needed public land for infill development opportunities for new housing, etc. This partnership has already created over 28 new homes at former Lincoln and Irving sites.

PERSONNEL SUMMARY:

FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2019	CERTIFIED FYE2020	CERTIFIED FYE2021	PROPOSED FYE2022 *	PUBLISHED FYE2022	CERTIFIED FYE2022
TOTAL FULL-TIME EQUIVALENT POSITIONS	0	0	0	0	0	0

* AT CURRENT FYE21 STAFFING LEVEL

FYE2022 BUDGET ACTIVITY NARRATIVE

FUND: 010 General	DEPARTMENT: 08 Planning & Zoning	ACTIVITY: 6100 Economic Development
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DEPARTMENT/ACTIVITY DESCRIPTION:

The City of Waterloo is working to place a greater emphasis on economic development within its corporate boundaries. The mission is to actively promote the development and redevelopment of the City of Waterloo through proactive measures such as: web site development, informational mailings, dialogue with existing and potential businesses, the acquisition and development of industrial and commercial sites within the City boundaries, and the extension of infrastructure for business needs and expansion. Staff has recently been reorganized to work to provide a more proactive approach to economic development within the corporate limits of Waterloo, which includes working with newly developed areas as well as Brownfield, Greyfield and redevelopment sites throughout the City of Waterloo.

DEPARTMENT/ACTIVITY OBJECTIVES:

Create a proactive approach and methodology through an adopted Economic Development Plan for the City of Waterloo to attract and promote existing business growth and retention as well as the attraction of new industries and commercial ventures to appropriate areas of the community.

Utilize and implement the economic development web site, as well as work with appropriate departments, agencies, and consultants on updating the City of Waterloo web site, including hot links to the GCVA sites, as well as adding pertinent information on city incentives, industrial parks information and updating for news and developments within the City of Waterloo community.

Develop and implement a program to contact existing businesses, potential prospect businesses in the mode of expansion, etc., about the merits of the Waterloo community and our abilities to help them expand in our community.

Continue to proactively acquire land, when appropriate and timely, for the continued expansion of the industrial and business parks within the City of Waterloo.

Continue to keep an open dialogue with the active developers within the community about public-private partnerships and how we can work with them to bring development to the community.

Continued on page 2.

PERSONNEL SUMMARY:

FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2019	CERTIFIED FYE2020	CERTIFIED FYE2021	PROPOSED FYE2022 *	PUBLISHED FYE2022	CERTIFIED FYE2022
CPD Director	0.45	0.45	0.45	0.45	0.45	
Planner II-Econ Development Specialist	0.7	0.7	0.7	0.7	0.7	
TOTAL FULL-TIME EQUIVALENT POSITIONS	1.15	1.15	1.15	1.15	1.15	0

* AT CURRENT FYE21 STAFFING LEVEL

FYE2022 BUDGET ACTIVITY NARRATIVE

FUND: 010 General	DEPARTMENT: 08 Planning & Zoning	ACTIVITY: 6100 Economic Development
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DEPARTMENT/ACTIVITY DESCRIPTION:

See page 1.

DEPARTMENT/ACTIVITY OBJECTIVES:

Continued from page 1.

Continue to work with other municipalities for the overall regional approach to marketing of the Cedar Valley, as well as the options of shared infrastructure and resources, and the needs to work together for the success of projects.

Promote and educate citizens and businesses on the merits and feasibility of various city incentives including but not limited to, Workforce Housing Program, Renew Waterloo, the Consolidated Urban Revitalization Area, City Limits Urban Revitalization Area, New Market Tax Credits, State and Federal Historic Tax Credit programs, Main Street Challenge Grant program and general Smart Growth, mixed-use and infill development methods.

Continue to work with businesses and the Greater Cedar Valley Alliance for State incentive programs under the Iowa Values program and applicable others (RISE, RED, CEBA, Workforce Housing Program, High Quality Job Creation Program, Data Center bill and investment tax credit programs).

Plan and implement the development and redevelopment of the various Tax Increment Finance Districts, including Rath, Downtown, Martin Road, Northeast Industrial area, Crossroads, Midport Business and Industrial Park, Logan Plaza and Hwy 63 Corridor, and San Marnan Corridor.

Continue the business and industry retention and expansion call program with a goal of 100 calls per year.

Provide appropriate assistance to existing industries in resolving problems with municipal regulations, services, etc.

Assist in compiling, studying, and analyzing of Census data and other sources of information to assist in business development as a whole, including the areas to be targeted, qualified census tract areas, etc.

Continued on page 3.

PERSONNEL SUMMARY:

FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2019	CERTIFIED FYE2020	CERTIFIED FYE2021	PROPOSED FYE2022 *	PUBLISHED FYE2022	CERTIFIED FYE2022
See page 1.						
TOTAL FULL-TIME EQUIVALENT POSITIONS	0	0	0	0	0	0

* AT CURRENT FYE21 STAFFING LEVEL

FYE2022 BUDGET ACTIVITY NARRATIVE

FUND: 010 General	DEPARTMENT: 08 Planning & Zoning	ACTIVITY: 6100 Economic Development
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DEPARTMENT/ACTIVITY DESCRIPTION:

See page 1.

DEPARTMENT/ACTIVITY OBJECTIVES:

Continued from page 2.

Actively administer, monitor and promote the Central Business District through recruitment of businesses, generating additional annual rent, and increasing the tax base.

Continue to work with the Waterloo Development Corporation and Waterloo Main Street towards the necessary steps for the development and success of the Tech Works site: RISE funded Commercial Street extension, Iowa Values funded \$3.2 million 1st phase, Iowa Reinvestment District funding and obligations, as well as overall Downtown development and redevelopment.

Continue to find and implement Brownfield projects for areas in the community in need of redevelopment such as the Rath Targeted Area including the CMC site, the Iowa Brownfield redevelopment site, the Chamberlain Manufacturing site, the Schultz Manufacturing area, the coal gasification site, as well as other sites throughout the community.

Work with a developer to redevelop the Rath Administration building.

Continue to promote the Crossroads, Lost Island/Isle of Capri sites for businesses as a regional shopping center and destination travel site.

With the development of a new Theme, this will become a larger positive epicenter for tourism.

Continue to market and provide staff support to the Airport Commission for the development and Design Review of the MidPort America Industrial Park.

Provide support services to the Historic Preservation Commission for the development and redevelopment of historic structures, sites, and districts. This will also include the design of new development and its impact upon existing historical structures, sites, and districts.

Continue to work with the Cedar Valley Housing Coalition and G.R.O.W. committee for the attraction of large and small housing developers to the Waterloo area.

Continued on page 4.

PERSONNEL SUMMARY:

FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2019	CERTIFIED FYE2020	CERTIFIED FYE2021	PROPOSED FYE2022 *	PUBLISHED FYE2022	CERTIFIED FYE2022
See page 1.						
TOTAL FULL-TIME EQUIVALENT POSITIONS	0	0	0	0	0	0

* AT CURRENT FYE21 STAFFING LEVEL

FYE2022 BUDGET ACTIVITY NARRATIVE

FUND: 010 General	DEPARTMENT: 08 Planning & Zoning	ACTIVITY: 6100 Economic Development
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DEPARTMENT/ACTIVITY DESCRIPTION: See page 1.
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DEPARTMENT/ACTIVITY OBJECTIVES: Continued from page 3. Continue to work with several local entities towards an overall housing strategy to address the need for additional housing, land banking of appropriate vacant lots, and good design for housing standards. Develop an internal marketing program to create a positive attitude among our local citizens. Continue to work with appropriate consultants and groups for the Highway 63 redevelopments project. This project will work to reshape Logan Plaza and surrounding areas, as well as work towards improved accessibility, traffic movements, and development from the downtown interchange. It will furthermore work to improve environmental justice, and the adjacent residential neighborhoods, which could bring forth new commercial development. Continue to acquire land as part of the South Waterloo Business Park for development of a business park in south Waterloo. Continue to acquire land and build out infrastructure publicly, or in partnership with private developers, to open up additional industrial, commercial, and mixed-use lots.
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PERSONNEL SUMMARY:						
FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2019	CERTIFIED FYE2020	CERTIFIED FYE2021	PROPOSED FYE2022 *	PUBLISHED FYE2022	CERTIFIED FYE2022
See page 1.						
TOTAL FULL-TIME EQUIVALENT POSITIONS	0	0	0	0	0	0

* AT CURRENT FYE21 STAFFING LEVEL

FYE2022 BUDGET ACTIVITY NARRATIVE

FUND: 010 General	DEPARTMENT: 08 Planning & Zoning	ACTIVITY: 5750 Recreation Area Development
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DEPARTMENT/ACTIVITY DESCRIPTION:

This mining agreement was put into place in 1997 to allow Basic Materials the ability to mine the Brinker Lake area, and accomplish the City's goal of providing more recreational opportunities for residents and visitors alike. This agreement has provided over \$660,000 to the City of Waterloo as well as provided the ability to open up a larger portion of Brinker Lake.

DEPARTMENT/ACTIVITY OBJECTIVES:

PERSONNEL SUMMARY:

FULL-TIME EQUIVALENT POSITIONS:	CERTIFIED FYE2019	CERTIFIED FYE2020	CERTIFIED FYE2021	PROPOSED FYE2022 *	PUBLISHED FYE2022	CERTIFIED FYE2022
TOTAL FULL-TIME EQUIVALENT POSITIONS	0	0	0	0	0	0

* AT CURRENT FYE21 STAFFING LEVEL