

CITY OF **WAVERLY**

Administration Annual Report

Fiscal Year 2016 – 2017



Mayor and City Council



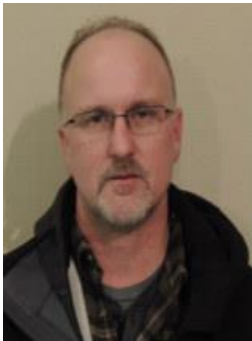
Mayor
Charles D. Infelt



At Large, Council Member
David Reznicek



At Large Council Member
Edith Waldstein



1st Ward Council Member
Dan Lampe



2nd Ward Council Member
Dan McKenzie



3rd Ward Council Member
Wes Gade



4th Ward Council Member
Michael Sherer



5th Ward Council Member
Timothy C. Kangas

June 30, 2017

Greetings:

The City of Waverly is a nonprofit local government entity providing essential operations and services to a citizen population of almost 10,000. There are approximately 70 full-time and an estimated 100 part-time and seasonal employees working with an annual operating and capital budget of approximately \$18.9 Million. Areas of service include police, fire, ambulance, library, parks, golf course, swimming pool, cemetery, economic development, community development and zoning, legal, finance, administration and legislative. Other operations include engineering, airport, streets, water and waste water operations, sewer operations, solid waste collection, and recycling and yard waste.

The City of Waverly continues their efforts to complete updates to LOMR ratings, Cedar River Parkway from 4th Street SW to Hwy 3 east, swimming pool renovations, golf pond renovations and trail system connectivity. The City finished its seventh and final year of citywide sidewalk improvements and pedestrian ramp reconstruction.

CITY OF WAVERLY

James W. Bronner
City Administrator

JWB/cdg



City Administrator
James W. Bronner



City Attorney
William D. Werger



City Clerk
Carla Guyer



Deputy City Clerk
Valorie Northrup

Administration Department

James W. Bronner, City Administrator; William D. Werger, City Attorney; Carla Guyer, City Clerk; and Valorie Northrup, Deputy City Clerk and provide support to Council and City operations.

The Administration's responsibility is to effectively direct and manage City government operations in accordance with the policies and directives of the City Council. We are to advise the Council of community and operational needs and assist in development of ordinances, policies and procedures.

The Administration Department provides services and direction for the operation of seven departments. The Department is responsible for human resources, budgeting, policy development, and regulatory compliance management.

Our work goes outside of our departmental walls as we are dependent on the efforts from directors in the other departments. Coordination with other boards and commissions is vital to the effective progress of the "whole City."

City Council, Boards and Commissions and Staff accomplished great successes during fiscal year 2016/17. We are equally proud that municipal workers continue to provide first-rate services to all citizens. We challenge ourselves daily to maintain fiscal stability and to continue to look at multi-faceted budgeting philosophies and revenues.

FY 2016-17 OBJECTIVES:

1. Focus on strategic planning efforts with Mayor and City Council, Staff and citizens; then ensure the enactment of priorities and goals established through strategic planning, goal setting, and the annual budget processes;
2. Enhance the communication and discussion among Mayor, City Council, Staff, and the public through a variety of methods including work sessions, public information pieces, public speaking, and news media;
3. Work with outside professionals to develop and enhance the human resource operations and programs of the city, with a goal of controlling health care costs and other associated personnel costs;
4. Analyze changing service demands and recommend organizational changes as needed across the various departments and services;
5. Monitor challenges and opportunities both inside and outside the organization for their impact on the City of Waverly;
6. Work to expand employment opportunities and public and private investment in the community, ultimately growing the tax base.

Accomplishments

We have had some awesome accomplishments this fiscal year. The Dry Run Creek Improvements project was completed and Letter of Map Revisions (LOMR) are expected to be finalized in the coming year.

- Approval of all liquor and tobacco permits
- Approval of Cash Disbursements
- City of Waverly Budget
- City of Waverly Audit
- Budget Amendment
- Mayoral Appointments
- Proclamations
- Guest Council
- Fire Chief Appointment
- Strategic Planning/Work Planning Sessions.
 - > Held the City of Waverly 2017 Goal Setting Session with Mayor, Council and Department Heads to determine Priorities for the next 12 to 18 Months (January 14, 2017)
- Council Liaisons to Board and Commissions.
- Reviewed goals of City Commissions.
- Review of Waverly Utilities Adopted and Amended Budgets, Audit and Waverly Telecommunications Adopted and Amended Budgets and Audit.
- Approved final payment of City Revenue Contingent Obligation for Wartburg-Waverly Sports and Wellness Center of final payment.
- Adoption of ordinances (10 were adopted in FY '16-17)

- Approving the Waverly Municipal Airport's Federal Aviation Administration 5-Year Capital Improvement Plan for FFY 2018-2022. (December 5, 2016)
- Adoption resolutions (143 were adopted in FY '16-17)
- Negotiated and Approved contract with Police Unit.



Local Option Sales and Service Vote

Financial Matters

- Reviewed and Approved Yearly Transfers
- Proposing that the Question of the Imposition of a Local Option Sales and Service Tax of Not-to-Exceed One Percent (1%) be submitted to the Qualified Electors of the City of Waverly, Iowa at the November 8, 2016 General Elections. (July 18, 2016)
- Approving Resolution 16-65 and replacing Resolution 16-64, submitting the question of the imposition/renewal of a local sales and services tax to the qualified electors of the City of Waverly, Bremer County, IA and approving ballot question for local sales and service tax election.(August 1, 2016)
- Approving the Street Finance Report FY 2015-16. (September 12, 2016)
- Accepting Certification filed by the Finance Director to the Bremer County Auditor Detailing the amount of new loans, advances and indebtedness which qualify for payment from tax increment revenues of the Waverly Unified Urban Renewal Plan. (November 7, 2016)
- Declaring an official intent under treasury regulation 1.150-2 to issue debt to reimburse the City for certain original expenditures paid in connection with specified projects. (December 5, 2016)
- Adoption of the Resolution of Necessity for the Waverly Iowa Bremer Avenue Water Main and Services Improvement Project. (January 16, 2017)
- Fixing Date for a Meeting on the Proposition of the Issuance of Not to Exceed \$2,000,000 General Obligation Bonds of the City of Waverly, State of Iowa (For Essential Corporate Purposes), and Providing for Publication of Notice Thereof. (February 20, 2017)
- Instituting proceedings to take additional action for the issuance of not to exceed \$2,000,000 General Obligation Bonds. (March 6, 2017)
- Authorizing the issuance of \$1,500,000 General Obligation Bonds, Series 2017, and levying a tax for the payment thereof. (March 6, 2017)
- Approving the payment of TIF and Hotel/Motel rebates to be paid in this fiscal year (2016-2017). (April 17, 2017)
- Fixing a date for a meeting on the authorization and issuance of not to exceed \$650,000 General Obligation Bonds or Capital Loan Notes of the City of Waverly, State of Iowa (For General Corporate Purposes), and providing for publication of notice thereof. (April 17, 2017)

- Resolution instituting proceedings to take additional action for the issuance of not to exceed \$650,000 General Obligation Bonds or Capital Loan Notes. (May 1, 2017)
- Declaring an official intent undertreasury regulation 1.150-2 to issue debt to reimburse the city for certain original expenditures paid in connection with specified projects. (May 15, 2017)
- Amending the Current Budget for the Fiscal Year ending June 30, 2017. (May 22, 2017)
- Approving an Engagement Agreement between the City of Waverly and Ahlers and Cooney P.C. in its capacity as Bond Counsel for proceedings for not-to-exceed \$2,000,000 General Obligation Bonds, Series 2017A and not to exceed \$650,000 Taxable General Obligation Bonds, Series 2017B. (June 5, 2017)
- Electing to participate and release Two Rivers Insurance Company, Inc. (June 19, 2017)
- Approving an Engagement Agreement between the City of Waverly and Williams & Company P.C. for audit services of financial statements of the governmental activities and business-type activities for the year ended June 30, 2017. (June 19, 2017)

New Projects

- Approving Plans, Specifications, Form of Contract and Estimated Cost for the Citywide Sidewalk Repairs 2016. (July 18, 2016)
- Awarding Contract for the Citywide Sidewalk Repairs 2016 project. (July 18, 2016)
- Approving Contract, Bonds, and Certificate of Insurance from Feldman Concrete for the Citywide Sidewalk Repairs 2016 and authorizing the Mayor to sign the contract. (August 15, 2016)
- Approving Change Order No. 1, accepting the Citywide Sidewalk Repairs 2016 project as complete, and approving final pay request. (November 21, 2016)
- Finalizing Special Assessments for the Citywide Sidewalk Repairs 2016. (November 21, 2016)
- Awarding Contract for the 4th Street SW Sidewalk Construction 2016 project. (September 19, 2016)
- Accepting the 4th Street SW Sidewalk Construction 2016 project as complete and Pay Estimate No. 2 as final pay request. (November 7, 2016)
- Approving a Professional Services Agreement with Fehr-Graham for the Preparation of Plan Documents for the 1st Street SE Water Main Extension 2017 Project. (January 9, 2017)
- Approving Plans, Specifications, Form of Contract and Estimated Cost for the 1st Street SE Water Extension 2017 Project. (June 5, 2017)
- Awarding Contract for the 1st Street SE Water Extension 2017 project. (June 5, 2017)
- Approving a Professional Services Agreement with Stanley Consultants of Des Moines, Iowa for the Cedar River Parkway (East) Improvements design services. (January 16, 2017)
- Approval of an Appraisal Services Agreement with Valuation Services, Inc. of Cedar Falls, Iowa, for the Cedar River Parkway (East) Improvements acquisition appraisal services. (January 16, 2017)
- Approval of a Professional Services Agreement with WHKS & Co. for the 2017 bridge inspections. (January 16, 2017)
- Establishing Fair Market Value for the Acquisition of Interests in Certain Real Property for the Waverly Airport Safety Zone Project. (February 6, 2017)

- Authorizing Acquisition of Property by Eminent Domain. (April 3, 2017) (Parties came to an agreement before exercising the Eminent Domain.)
- Authorizing a Contract, for Legal Services, Between the City of Waverly and Kevin Arenholz of Beecher, Field, Walker, Morris, Hoffman & Johnson, P.C. for Eminent Domain Proceedings for the Acquisition of Certain Real Property for the Waverly Municipal Airport Safety Zone Expansion Project. (April 3, 2017)
- Accepting the 16th Street SW Reconstruction 2016 project as complete and approving Pay Estimate No. 3 as the final payment. (October 24, 2016)
- Amendment of Resolution 16-83 to add \$500 to the final construction cost of the 16th Street SW Reconstruction 2016 Project for a complete and final payment. (February 20, 2017)
- Awarding Contract for the 39th Street SE Slurry Sealing Project 2017. (April 3, 2017)
- Awarding Contract for the Sanitary Sewer Manhole Rehabilitation 2017. (April 3, 2017)
- Approving and awarding bid for the City Hall Parking Lot Improvements 2017 project. (May 1, 2017)
- Approving Bonds and Certificate of Insurance from Feldman Concrete for the City Hall Parking Lot Improvements 2017 project. (June 5, 2017)
- Approving and awarding bid for the Crack Cleaning and Filling (Horton Road) project 2017. (May 1, 2017)
- Approving and awarding bid for the Downtown Alley Reconstruction 2017 project. (May 1, 2017)
- Approving Bonds and Certificate of Insurance from Feldman Concrete for the Downtown Alley Reconstruction 2017 project. (June 5, 2017)
- Approving and awarding bid for the Library Parking Lot Improvements 2017 project. (May 1, 2017)
- Approving Bonds and Certificate of Insurance from Feldman Concrete for the Library Parking Lot Repair 2017 project. (June 5, 2017)
- Supporting the City of Waverly's position in favor of maintaining the 4-lane Roadway Geometry of Iowa Highway 3 through Waverly. (September 19, 2016)
- Authorizing architectural and engineering services for streetscape enhancements for the Bremer Avenue reconstruction project. (October 24, 2016)
- Approving an Iowa Department of Transportation Preconstruction Agreement for the Iowa Highway 3 (Bremer Avenue) Reconstruction. (December 19, 2016)
- Preliminary Resolution for the construction of water service and water main improvements along Bremer Avenue in the City of Waverly, Iowa. (December 19, 2016)
- Resolution fixing values of lots. (December 19, 2016)
- Adopting preliminary plat and schedule, estimate of cost and proposed plans and specifications for the construction of Bremer Avenue Water Main and Service Line Improvements. (December 19, 2016)
- Resolution of necessity for Bremer Avenue Water Main and Services Improvement project. (December 19, 2016)
- Approving a Motion to Allow Evening and Nighttime Work by Contractors During the IA 3 (Bremer Avenue) Reconstruction Project. (January 9, 2017)
- Authorizing Procedures for Determining Final Assessments for the Bremer Avenue Water Main and Service Line Improvement Project. (March 20, 2017)

- Approving Contract with National Elevator Inspection Services, Inc. to Perform Annual Elevator Inspections at the Waverly Fire Station. (February 20, 2017)
- Approving Contract with National Elevator Inspection Services, Inc. to Perform Annual Elevator Inspections at the Water Pollution Control Facility. (February 20, 2017)

Completed Projects

- Accepting the Dry Run Creek Improvements 2014 project as complete and approving Change Order No. 5 and pay estimate no. 26 as the final payment. (March 6, 2017)

Customer Service for our Citizens

- Approving a donation by the City of Waverly of asphaltic millings from the 2016 reconstruction of 16th Street SW to the Waverly-Shell Rock Soccer Complex. (July 11, 2016)
- Vacating the minor subdivision plat that created Parcel Z in Lot A of Rolling Meadow Subdivision Phase 2a in the Southeast Quarter of the Southwest Quarter of Section 3-91-14. Said plat was recorded on January 26, 2016 as Document No. 2016-0274. (July 18, 2016)
- Approving the Contract with Asplundh Tree Expert Co. for the Waverly Rail Trail Vegetation Management. (October 24, 2016)
- Approving a sanitary sewer line easement on City property at 212 1st Avenue SW. (October 24, 2016)
- Approving Voluntary Annexation Agreement between the City of Waverly and Gene and Carol Jean Anhalt, Trustees of the Gene and Carol Anhalt Revocable Trust, and Brent Dahlstrom (Echo Addition). (November 21, 2016)
- Approving the minor subdivision plat for the creation of Parcel N for property on the east side and in the 1000 block of Bremer Road in Northeast Waverly for residential lot creation. (November 21, 2016)
- Setting User Fees and Charges for the Swimming Pool and Harlington Cemetery for 2017. (December 19, 2016)
- Approving an Appeal to the Board of Adjustments and to remand the case for 1410 Round Horn Street back to the Board of Adjustments. (April 17, 2017)
- Approving a Special Provisional Use Request for a Solar Panel Array for Jeff and Sue Soash. (March 20, 2017)
- Approving a Renewable Service Agreement with Jendro Sanitation of Charles City, Iowa, for the Disposal of Commingled Recyclables. (March 20, 2017)

Real Estate

- Proposing Sale of Ridgewood Addition Parkland Property to Troy and Lesley Toma. (January 16, 2017)
- Authorizing Sale of Public Property, "Parcel I", adjacent to 1209 5th Street NW, as specified in Minor Subdivision plat currently within Ridgewood Park, to the adjacent South Property Owner, to Troy and Lesley Toma. (February 6, 2017)
- Approving re-plat of Lots 64 and 65 within Stone Haven Plat Five to from "Parcels JJ, KK, LL, MM" Minor Subdivision Plat for Residential Property, for Larry Steenhard. (February 20, 2017)
- Authorizing exercise of an option to purchase 62.49 acres of additional property from the Smith Estate / Trust for the Champions Ridge project for \$579,157.32. (March 6, 2017)

Economic Development

- Approving a Lease for City of Waverly owned Farmland to Mark Mueller for 35.30 acres located at Champions Ridge. (April 3, 2017)
- Approving a Farm Lease Agreement between the City of Waverly and David Joachim for 54 acres located at Champions Ridge- Parcel N property. (May 15, 2017)
- An Amendment to Resolution 07-57 Regarding the City of Waverly's Economic Development Assistance Strategy within an Urban Renewal District Utilizing Tax Increment Financing. (February 6, 2017)
- Authorizing Mayor to Sign CMI Roadbuilding, Inc. Application to IEDA for Financial Incentives as Local Sponsor. (February 6, 2017)

City of Waverly Partnering

- Approving and accepting a dedication of Right-of-Way from Norby Distributing Co. (July 11, 2016)
- Approving the Support and Financial Commitment for the Main Street Program in Waverly, IA. (July 18, 2016)
- Approving to waive the right to review proposed subdivisions outside of Waverly's Two-mile boundary for Parcels D and E located Southwest of the City limits. (August 15, 2016)
- Requesting the assistance of the staff of Iowa Northland Regional Council of Governments to review and evaluate the Comprehensive Plan. (September 12, 2016)
- Setting a Public Hearing for the Waverly Comprehensive Plan Update (2017 Review) and updated Future Land Use Map Amendments to the 2011 Waverly Comprehensive Plan Update. (April 17, 2017)
- Adopting the Waverly Comprehensive Land Use Plan Update (2017 Review) and updated Future Land Use Map as Amendments to the 2011 Waverly Comprehensive Plan Update. (May 1, 2017)
- Approving the Cable Access Operations and Production Agreement with Wartburg College. (September 12, 2016)
- Approving the Iowa Northland Regional Council of Governments Transportation Authority's Surface Transportation Program Programming Agreement for the Business 218 North HMA Resurfacing project. (November 7, 2016)
- Authorizing and approving a Loan Application for a proposed expansion project of building a new addition onto the Waverly Health Center for an approximate amount of \$36,000,000 from the office of the United States Department of Agriculture (USDA) Rural Development; and authorizes the chairperson of the Board of Trustees for the Waverly Health Center and the Secretary of the Board of Trustees for the Waverly Health Center to sign and execute all documents relating to the USDA Rural Development loan and/or grant. (November 7, 2016)
- Approving Lease Agreements between the City of Waverly and William Lowe, James and Sandra Janssen, and KW Farms, Inc. (November 21, 2016)
- Approving a water line easement for Central Iowa Water Association across the Rolling Prairie Trail. (November 21, 2016)
- Approving an amendment to the Development Agreement with Kwik Star. (December 5, 2016)
- Approving for a special permit request sought by B.N.K.D. Inc. for a temporary campground for the State of Iowa Firefighter Convention scheduled for September 2018. (December 5, 2016)

- Approving a Pro Shop Lease Agreement with Waverly Country Club. (February 20, 2017)
- Approving a Beverage Lease Agreement with Waverly Country Club. (February 20, 2017)
- Setting A Date for a Public Hearing on the Adoption of the Multi-Jurisdictional Hazard Mitigation Plan for Bremer County. (February 20, 2107)
- Adopting a Multi-Jurisdictional Hazard Mitigation Plan for Bremer County. (March 6, 2017)
- Approving the support of the Development Group's efforts to renovate and redevelop the former Red Fox Inn and approves the TIF and Hotel/Motel rebates as defined in the Development Agreement. (April 17, 2017)
- Approving the support of Cohen-Esrey's efforts to rehabilitate the CUNA Building and supports the Developer's efforts to receive a tax credit award from the Iowa Economic Development Authority for this project. (April 17, 2017)
- Approval of a City of Waverly Integrated Roadside Vegetation Management Plan. (May 15, 2017)
- Approving a Professional Services Agreement with BerganKDV of St. Cloud, MN for the City's Information Technology services. (June 5, 2017)
- Approving a Natural Gas Sales Agreement with WoodRiver Energy LLC of Denver, CO for natural gas sales. (June 19, 2017)
- Approving a Snapshot Audit Agreement with The SpyGlass Group, LLC of Westlake, OH for audit services related to telecommunications service accounts. (June 19, 2017)

Economic Development Efforts

- Accepting the public infrastructure for OMNI Development 1st Addition (Vista Circle- private street) and OMNI Development 2nd Addition (1st Street SE), approving the release of the performance guaranty as identified in the Standby Letter of Credit, and approving the Standby Letter of Credit for the construction of the sidewalk/trail connection. (July 18, 2016)
- Releasing the Maintenance Guarantee for Centennial Oaks Golf Club Addition- Phase 3B. (October 24, 2016)
- Authorizing change of use and amendment to development agreement for Centennial Oaks Golf Club Addition, a/k/a Prairie Links Golf Course. (November 7, 2016)
- A Resolution of Support to provide financial incentives totaling 4% of development costs through a combination of infrastructure construction and TIF tax rebates. (November 7, 2016)
- Accepting Public Improvements for Prairie Park 2nd Addition as completed in accordance with the approved construction documents dated October 21, 2015. (November 7, 2016)
- Accepting Public Improvements for Cedar Point 1st Addition as completed in accordance with the approved construction documents dated February 18, 2016. (December 5, 2016)
- Approving a Special Provisional Use Request to allow for Residential Usage on the first floor and below the first floor of a Commercial Central Business District (C-3) zoned property located at 201 1st Street SE. (December 19, 2016)
- Increased staff availability to support those impacted by shut down of Terex manufacturing.

Flood and Drainage Issues

- Approving a Professional Services Agreement with GEO International, LLC of Newton, Pennsylvania for the 2016 inspection and torquing of the submerged mounting clamp nuts on the Waverly Inflatable Dam. (October 3, 2016)

- Approving of a drainage easement in Lenore Estates Condominium Regime. (October 24, 2016)
- Approving a Professional Services Agreement and the scope of services with Stanley Consultants, Inc. of Des Moines, Iowa for the 2016 Dry Run Creek- FEMA Letter of Map Revision (LOMR). (November 7, 2016)
- Approving an Agreement for Engineering Services for the SE Waverly Flood Protection Feasibility Study Update. (June 19, 2017)

Environmental Issues

- Approving and awarding bid for the Brookwood Park Riverbank Stabilization 2016 project. (December 19, 2016)
- Approving the Water Pollution Control Facility (WPCF)- Nutrient Reduction Feasibility Strategy Report. (December 19, 2016)



Ongoing Projects, Studies and Activities

- Setting Policy for Disposal of City Non-Real Estate Property. (July 18, 2016)
- Approving Change Order No. 1 for the Outdoor Pool Slide Renovation Project. (September 12, 2016)
- Accepting Renovation of the Outdoor Swimming Pool Waterslides as complete and approving Pay Request #2 and Final Pay Request. (September 19, 2016)
- Approving Change Order No. 1 to the contract with Concrete Foundations, Inc. for the Waverly Municipal Airport Runway 11/29 Reconstruction project. (August 15, 2016)
- Approving a Federal Aviation Administration Grant Agreement for federal assistance for the acquisition and administrative costs to date for the Airport Safety Zone project at the Waverly Municipal Airport. (August 15, 2016)
- Accepting the Airport Runway Reconstruction as complete and approving Change Order No. 2 and Pay Estimate No. 4 as the sub-final payment and No. 5 as the final payment. (October 3, 2016)
- Approving Lease Agreements between the City of Waverly and William Lowe, James and Sandra Janssen, and KW Farms, Inc. (November 21, 2016)
- Approving the Master Agreement for On-Call Engineering Services with McClure Engineering Company of Clive, Iowa for the Waverly Municipal Airport. (April 3, 2017)
- Approving the submittal of application for an Iowa DOT Airport Funding Grant. (April 17, 2017)
- Authorizing Acquisition of Property from CLAN Properties, LLC for the Waverly Municipal Airport Safety Zone Expansion Project. (June 5, 2017)

- Approving a Federal Aviation Administration Application for Federal Assistance SF-424 for the Waverly Municipal Airport's Runway Safety Zone. (June 19, 2017)
- Accepting the Citywide Pedestrian Ramp Construction project as complete and approving Change Order No. 1 and final pay request. (July 18, 2016)
- Approving Plans, Specifications, Form of Contract and Estimated Cost for the Citywide Pedestrian Ramp Reconstruction 2017 Project. (March 20, 2017)
- Awarding Contract for the Citywide Pedestrian Ramp Construction 2017 Project. (March 20, 2017)
- Approving Contract, Bonds, and Certificate of Insurance from Midwest Concrete, Inc. for the Citywide Pedestrian Ramp Construction 2017 and authorizing the Mayor to sign the contract. (April 17, 2017)
- Establishing Preliminary Assessment Unit Price Values for 2017 Citywide Sidewalk Maintenance and Inspection Program. (May 1, 2017)
- Approving to move forward with the engineering needed to begin construction for Phase 1 of Cedar Lane, Phase 1 of 20th Street NW, and the Cedar River Parkway expansion. (August 1, 2016)
- Approving a Professional Services Agreement with VJ Engineering of Cedar Falls, Iowa for the preparation of plan documents for the Cedar Lane Reconstruction 2017 project. (August 1, 2016)
- Approving the Iowa Department of Transportation/Cedar River Railroad Company/City Construction Funding Agreement and approving the Cedar River Railroad Company/City Maintenance Agreement for the 20th Street NW Railroad Crossing Improvements. (December 19, 2016)
- Approving an agreement for Engineering Services for the 20th Street NW Reconstruction project. (April 17, 2017)
- Approving an Agreement for Geotechnical Engineering Services for the 20th Street NW Reconstruction project. (June 19, 2017)
- Accepting the 2016 Bituminous Seal Coat Program as complete and approving Change Order No. 1 and Pay Estimate No. 2 as final pay request. (September 12, 2016)
- Approving Plans, Specifications, Form of Contract and Estimated Cost for the 2017 Bituminous Seal Coat Program. (March 20, 2017)
- Awarding Contract for the 2017 Bituminous Seal Coat Program. (March 20, 2017)
- Approving Contract, Bonds, and Certificate of Insurance from Blacktop Service Co. for the 2017 Bituminous Seal Coat program and authorize the Mayor to sign the contract. (April 17, 2017)
- Awarding Bid for the Fall 2016 Asphalt Patching project. (September 19, 2016)
- Approving and awarding bid for the Spring 2017 Asphalt Patching project. (May 1, 2017)
- Approving the contract for the Golf Course Pond project. (November 7, 2016)
- Approving Pay Request No.1, Accepting the Golf Course #13-17 Pond project as complete, and Approving final pay request. (December 19, 2016)
- Authorizing City Staff to hire WHKS, Inc. to develop a professional services agreement for a new pedestrian bridge to cross the Cedar River at 3rd Street SE. (May 15, 2017)
- Approving a Contract with Marlys Svendsen of Svendsen Tyler, Inc. for the completion of the nomination form for recognition of the 3rd Street SE Bridge on the National Register of Historic Places. (June 19, 2017)

Employees

- Safety Training
- Professional Development Training, Certifications and Education

Municipal Code Changes.

- Amending the zoning map of the City of Waverly for rezoning from Single Family Residential District (R-1) and Commercial District (C-2) to Commercial District (C-2A) and amending the City Future Land Use Plan from Government and Mixed Use to Commercial for properties located on the southeast corner of 4th Street SW and Cedar River Parkway in the 300 block of the Cedar River Parkway.
- Amending Chapter 68, Sections 68.3b, 68.5, 68.6, 68.7, and 68.12, Dry Run Waterway.
- Amendment to Chapter 100 of the Waverly Municipal Code providing for R-1, R-1A, and R-2 Residential Zoning Districts.
- Adopting Chapter 61, Special Event, of the City Code of Waverly, Iowa governing the use of city streets and public property for special events.
- Amending Section 105.4.10 of the Waverly Municipal City Code regarding Additional Parking Restrictions.
- Amending the Water Rates and Minimum Charges for Water Usage.
- Amending Sewer Rates, Charges, and Minimum Rate.
- Amending Section 100.3.02 of the Waverly City Code providing for 31.49 acres located on the east side of 20th Street NW and 2,200 feet north of Knight Avenue from Agricultural District (A-1) to Multiple Family Residential District (R-3) subject to signed Zoning Agreement limiting construction of up to four attached residences per structure.
- Amending Sections 100.8 and 100.9 of the Waverly City Code providing for replacement of current R-3 (Multiple Family Residential District) and R-4 (Multiple Family Transitional District) language with new R-3 (Townhome Residential District) and R-4 (Apartment Residential District) district language.

The Administration Department continues to strive to provide their employees the tools needed for a safe environment. OSHA compliant safety programs equip City employees with those tools. We also try to keep abreast on policies that are conducive to a rewarding work environment.

Waverly is financially sound, economically healthy and poised to move forward into the future.