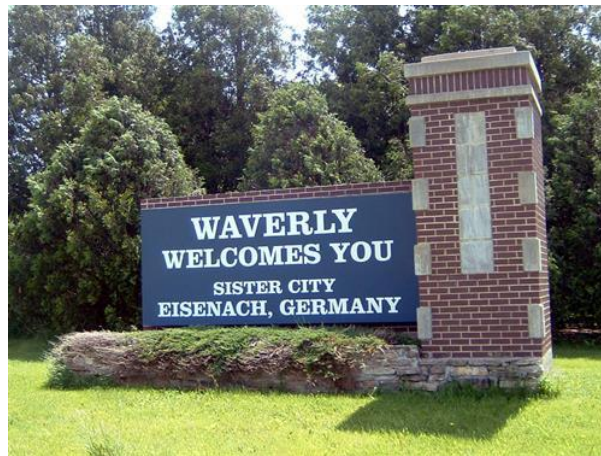


CITY OF
WAVERLY

Administration Annual Report

Fiscal Year 2018 – 2019





June 30, 2019

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 \$23.1 Million. Areas of service include police, fire, ambulance, library, parks, vegetation management, golf course, swimming pool, cemetery, economic development, community development and zoning, finance, legal, 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 completed the updates to the LOMR/CLOMR ratings, Adams Parkway bridge improvements, Hwy 3/Bremer Avenue improvements, and a sidewalk was added to the Dog Bark Park via donation made by a citizen.

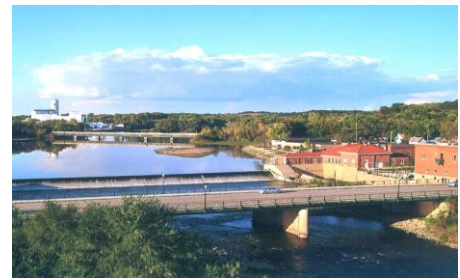
The City also added two full-time positions this year. The first was a Vegetation Management person. This person will report to the Parks Superintendent and will be in charge of vegetation overgrowth and new plantings. The second position was a Human Resources Manager. This person will be under the supervision of the Accounting/Finance Director and will handle personnel issues.

The two most challenging topics this year were whether to have a 3 or 4 lane Bremer Avenue and what the future of the ball diamonds would be.

CITY OF WAVERLY

James W. Bronner
City Administrator

JWB/cdg



Administration Department

The administration department is made up of James Bronner, City Administrator; Carla Guyer, City Clerk; Valorie Northrup, Deputy City Clerk; and Bill Werger, City Attorney, who 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. Each department is responsible for 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 2018/19. 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 2018-19 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 the Human Resources Manager 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. Mayor and Council worked together to form decisions for Waverly. Community involved strategic planning with Mayor, Council, City Administrator, and Department Heads was successfully held. A new annual event, EMBRACE Diversity, was produced as a result of the planning session.

- Approval of all liquor and tobacco permits
- Approval of Cash Disbursements
- City of Waverly Budget
- City of Waverly Audit
- Budget Amendment
- Mayoral Appointments
- Proclamations
- Another successful year of the Guest Council program
- Fire Chief Appointment
- Council Liaisons to Board and Commissions.
- Reviewed goals of City Commissions.
- Review of Waverly Utilities Adopted Budget and Audit
- Adopt ordinances (14 were adopted in FY '18-19)
- Approving the Waverly Municipal Airport's Federal Aviation Administration 5-Year Capital Improvement Plan for Federal Fiscal Year 2020-2024. (December 3, 2018)
- Adopt resolutions (190 were adopted in FY '18-19)
- Community involved strategic planning / goal setting / defining vision for Waverly

Financial Matters

- Approving an Audit Agreement with Williams & Company PC for three years. (July 16, 2018)
- Appointing Bankers Trust Company of Des Moines, Iowa, to serve as paying agent, bond registrar, and transfer agent, approving the paying agent and bond registrar and transfer agent agreement and authorizing the execution of the agreement. (July 2, 2018)
- Amending the “Resolution authorizing the issuance of \$11,000,000 General Obligation Bonds, Series 2018A, and levying a tax for the payment thereof”, passed and approved on March 19, 2018, by substituting a new resolution therefor, approving and authorizing the issuance of the bonds, and levying a tax for the payment thereof and approving the tax exemption certificate and continuing disclosure certificate. (July 2, 2018)
- Appointing Bankers Trust Company of Des Moines, Iowa, to serve as paying agent, bond registrar, and transfer agent, approving the paying agent and bond registrar and transfer agent agreement and authorizing the execution of the agreement. (July 2, 2018)
- Authorizing and providing for the issuance and securing the payment of \$1,655,000 Water Revenue Bonds, Series 2018B, of the City of Waverly, State of Iowa, under the provisions of the City code of Iowa, and providing for a method of payment of the bonds, approving the continuing disclosure certificate and approving the tax exemption certificate. (July 2, 2018)
- Approving an Actuarial Services Agreement for Alternative Measurement Method between Silverstone Group, Inc. and the City of Waverly. (August 6, 2018)
- 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 19, 2018)
- Setting dates of a Consultation and a Public Hearing on a proposed Amendment No. 3 to the Waverly Unified Urban Renewal Plan in the City of Waverly, State of Iowa. (October 15, 2018)
- Determining an area of the City to be an Economic Development Area, and that the rehabilitation, conservation, redevelopment, development, or a combination thereof, of such area is necessary in the interest of the public health, safety or welfare of the residents of the City; designating such area as appropriate for Urban Renewal Projects; and adopting Amendment No. 3 to the Waverly Unified Urban Renewal Plan. (November 19, 2018)
- Setting date of a Public Hearing on a proposed Amendment No. 3 to the Waverly Unified Urban Renewal Plan in the City of Waverly, State of Iowa. (December 3, 2018)
- Determining an area of the City to be an Economic Development area, and that the rehabilitation, conservation, redevelopment, development, or a combination thereof, of such area is necessary in the interest of the public health, safety or welfare of the residents of the City; designating such area as appropriate for urban renewal projects; and adopting Amendment No. 3 to the Waverly Unified Urban Renewal Plan superseding and replacing Resolution 18-160. (December 17, 2018)
- Setting dates of a consultation and a public hearing on a proposed Amendment No. 4 to the Waverly Unified Urban Renewal Plan in the City of Waverly, State of Iowa. (February 18, 2019)
- Determining an area of the City to be an Economic Development area, and that the rehabilitation, conservation, redevelopment, development, or a combination thereof, of such area is necessary in the interest of the public health, safety or welfare of the residents of the City; designating such area as appropriate for Urban Renewal Projects; and adopting amendment No. 4 to the Waverly Unified Urban Renewal Plan. (March 18, 2019)

- 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 \$780,000 Sewer Revenue Capital Loan Notes Anticipation Project Note. (January 21, 2019)
- Fixing a date for a meeting on the authorization of a loan and disbursement agreement and the issuance of not to exceed \$780,000 Sewer Revenue Capital Loan Notes of the City of Waverly, Iowa and providing for publication of notice thereof. (January 21, 2019)
- Instituting proceedings to take additional action for the authorization of a loan and disbursement agreement and the issuance of not-to-exceed \$780,000 Sewer Revenue Capital Loan Notes. (February 4, 2019)
- Approving an Engagement Agreement between the City of Waverly and Ahlers and Cooney P.C. in its capacity as Bond Counsel in connection with the issuance not-to-exceed \$3,700,000 General Obligation Bonds, Series 2019. (February 18, 2019)
- Fixing date for a meeting on the proposition of the issuance of not to exceed \$100,000 General Obligation Bonds of the City of Waverly, State of Iowa (for General Corporate Purposes), and providing for publication of notice thereof. (February 18, 2019)
- Fixing date for a meeting on the proposition of the issuance of not to exceed \$3,600,000 General Obligation Bonds of the City of Waverly, State of Iowa (for Essential Corporate Purposes), and providing for publication of notice thereof. (February 18, 2019)
- Instituting proceedings to take additional action for the issuance of not to exceed \$100,000 General Obligation Bonds. (March 4, 2019)
- Instituting proceedings to take additional action for the issuance of not to exceed \$3,600,000 General Obligation Bonds. (March 4, 2019)
- Authorizing the issuance of \$3,500,000 General Obligation Bonds, Series 2019, and levying a tax for the payment thereof. (March 4, 2019)
- Approving an Engagement Agreement between the City of Waverly and Ahlers and Cooney P.C. in its capacity as Disclosure Counsel in connection with the issuance of \$3,700,000 General Obligation Bonds, Series 2019. (May 20, 2019)
- Directing the advertisement for sale of \$3,500,000 (dollar amount subject to change) General Obligation Bonds, Series 2019, and approving electronic bidding procedures and official statement. (May 20, 2019)
- Appointing UMB Bank, N.A. of Kansas City, Missouri, to serve as paying agent, bond registrar, and transfer agent, approving the paying agent and bond registrar and transfer agent agreement and authorizing the execution of the agreement. (June 17, 2019)
- Amending the “resolution authorizing the issuance of \$3,500,000 General Obligation Bonds, Series 2019, and levying a tax for the payment thereof”, passed and approved on March 4, 2019, by substituting a new resolution therefor, authorizing and approving the issuance of the bonds and levying a tax for the payment thereof and approving the Tax Exemption Certificate and Continuing Disclosure Certificate. (June 17, 2019)
- Approving the Street Finance Report for FY 2017-18. (September 17, 2018)
- City Budget Amendment and Certification Resolution Amending Budget FY 2019- Amendment #1. (May 20, 2019)
- Approving Fiscal Year 2019 transfers. (June 17, 2019)
- Approving a Bond Disclosure Policy for the City of Waverly. (June 17, 2019)

New Initiatives

- Community involved strategic planning.
- Transitioning with two new positions: Human Resources Manager and Vegetation Manager.

New Projects

- Approving bid for installation of roofing materials on the south side of the Turf Care Center's roof. (July 2, 2018)
- Approving an Iowa Department of Transportation (IDOT) Traffic Safety Improvement Program (TSIP) application for FY 2020 funding of the reconstruction of 4th Street SW from near 3rd Avenue SW to near 8th Avenue SW. (August 6, 2018)
- Approving a Professional Services Agreement with Snyder & Associates for design for the 4th Street SW Reconstruction Improvements from near 3rd Avenue SW to near 8th Avenue SW. (March 4, 2019)
- Approving the Iowa Department of Transportation (IDOT) Agreement for Traffic Safety Improvement Program (TSIP) funding for the 4th Street SW Improvements project from near 3rd Avenue SW to near 8th Avenue SW. (May 6, 2019)
- Intent to commence a public improvement project for the Waverly 4th Street SW Improvements project and to acquire property and easements for the project. (May 6, 2019)
- Approving an Iowa Department of Transportation (IDOT) Traffic Safety Improvement Program (TSIP) application for FY 2020 funding for safety improvements at the intersection of Iowa Highway 3 and 10th Avenue SW. (August 6, 2018)
- Approving the Professional Services Agreement with Snyder & Associates for design services for the 10th Street SW Improvements 2020 project from W. Bremer Avenue to 2nd Avenue SW. (June 3, 2019)
- Awarding the 2nd Avenue NE Storm Sewer Replacement 2018 project. (August 20, 2018)
- Accepting the 2nd Avenue NE Storm Sewer Replacement 2018 project as complete, approving Change Order No. 1, and approving Pay Estimate No. 2 as final pay request. (December 17, 2018)
- Approving the Professional Services Agreement with VJ Engineering of Cedar Falls, Iowa for the proposed Cedar Lane Reconstruction 2019 project. (October 1, 2018)
- Approving plans, specifications, form of contract and estimated cost for the Cedar Lane Reconstruction 2019 project. (February 18, 2019)
- Awarding contract for the Cedar Lane Reconstruction 2019 project. (February 18, 2019)
- Approving contract, bonds, and certificate of insurance from K. Cunningham Construction Co. for the Cedar Lane Reconstruction 2019 project and authorizing the Mayor to sign the contract. (March 18, 2019)
- Approving the Professional Services Agreement with VJ Engineering of Cedar Falls, Iowa for the Water Main Replacement 2019 project. (October 1, 2018)
- Approving a Professional Services Agreement with WHKS & Co. for the Business 218 North HMA Resurfacing 2020 project. (May 6, 2019)
- Approving the two quotes to clean and inspect the exterior of the North and East Water Towers from Midwest Mobile Washers. (June 3, 2019)
- Accepting the Slurry Seal Program 2018 project as complete and approving Change Order No. 1 and Pay Estimate No. 2 as final pay request. (July 16, 2018)
- Approving plans, specifications, form of contract and estimated cost for the Slurry Seal Program 2019 project. (March 18, 2019)
- Awarding contract for the Slurry Seal Program 2019 project. (March 18, 2019)
- Approving contract, bonds, and certificate of insurance from Fahrner Asphalt Sealers for the Slurry Seal Program 2019 and authorizing the Mayor to sign the contract. (April 15, 2019)
- Awarding contract for the Sanitary Sewer Manhole Rehabilitation 2019 project. (March 18, 2019)

- Approving bid for the Storage Building Demolition and Tree Removal for the South Riverside Park Improvement Project. (September 17, 2018)
- Approving a contract amendment for additional tree removal for the South Riverside Park Improvement Project Phase I. (October 15, 2018)
- Awarding contract for the Exchange Building Renovation for the South Riverside Improvement Project. (February 18, 2019)
- Approving contract, bonds, and certificate of insurance from Mätt Construction of Sumner, Iowa for the Exchange Building Renovation portion of the South Riverside Park Improvement Project Phase 1. (March 4, 2019)
- Approving a contract with HRS, LLC of Waverly, Iowa to survey 109 1st Street SW. (March 4, 2019)
- Approving a contract with AHTS Architecture for Phase 3 of South Riverside Park project. (March 18, 2019)
- Approving an amendment to AHTS Architects' contract for Phase 1 of the South Riverside Park Project. (April 15, 2019)
- Approving Change Order No. 1 for the Exchange Building Renovation portion of the South Riverside Park Improvement Project- Phase 1 to Mätt Construction of Sumner, Iowa. (June 24, 2019)
- Approving plans, specifications, form of contract, and estimated cost for the Adams Parkway Bridge Repair project. (January 21, 2019)
- Awarding contract for the Adams Parkway Bridge Repair project. (January 21, 2019)
- Approving contract, bonds, and certificate of insurance from Cramer & Associates, Inc. for the Adams Parkway Bridge Repair 2019 project and authorizing the Mayor to sign the contract. (February 18, 2019)
- Approving Amendment No. 1 to WHKS & Co.'s Professional Services Agreement for the Adams Parkway Bridge Repair and Horton Road Improvements 2019 project. (February 18, 2019)
- Fixing an amount to be assessed against private property for the Bremer Avenue Water Main and Service Line Improvement project (2018 stages) and directing the Engineer to file an assessment schedule with the City. (February 4, 2019)
- Approving the final assessment schedule for the Bremer Avenue Water Main and Service Line Improvement project- 2018 stages. (March 4, 2019)
- Supporting the Iowa Department of Transportation's Plan to convert Iowa Highway 3 through Waverly from a 4-lane to a 3-lane Roadway Geometry. (August 6, 2018)
- Approving Amendment No. 3 for Engineering Services with McClure Engineering Co. for the 20th Street NW Improvements 2020. (June 17, 2019)
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Completed Projects

- Accepting the Downtown Alley Reconstruction 2018 project as complete and approving Pay Estimate No. 2 as final pay request. (July 2, 2018)
- Accepting the Waverly Municipal Airport Hangar Insulation Improvements project as complete and approving Change Order No. 1 and Pay Estimate No. 4 as final pay request. (July 2, 2018)
- Releasing the Maintenance Guaranty for the Breezy Hill Subdivision. (November 19, 2018)
- Releasing the Maintenance Guaranty for the Stone Haven-Plat 4 Phase 3 Subdivision. (December 17, 2018)

Customer Service for our Citizens

- Approving bid to purchase and install poured in place safety surfacing for Kohlmann Park's play units and swings. (July 2, 2018)
- Approving bid for the Concrete Curb and Surface Construction for Kohlmann Park's play units and swings. (September 17, 2018)

- Accepting a portion of the Kohlmann Park Safety Surface Improvement project as complete and approving Change Order No. 1 and final pay request. (November 19, 2018)
- Accepting the Kohlmann Park Poured in Place Safety Surface Improvement project as complete and approving final pay request. (May 6, 2019)
- Approving a professional services contract with AHTS Architects PLC for the 420 Building Project. (August 6, 2018)
- Resolution of Intent to Commence a Municipal Housing Project for the “420 Building Project” at 420 16th Street NW in Waverly. (August 6, 2018)
- Approving plans, specifications, form of contract and estimated cost for the Waverly Senior Housing 2019 project. (March 18, 2019)
- Awarding contract for the Waverly Senior Housing Project 2019. (March 18, 2019)
- Approving contract, bonds, and certificate of insurance from Steege Construction for the Waverly Senior Housing Project 2019 and authorizing the Mayor to sign the contract. (April 15, 2019)
- Approving application to the Iowa Northland Regional Transportation Authority Policy Board for Iowa’s Transportation Alternatives program funding and directing execution of said application by the Waverly City Council for the Rolling Prairie Trail. (March 4, 2019)
- Approving a Memorandum of Understanding between the City of Waverly and Iowa Northland Regional Council of Governments (INRCOG) for Grant Writing Services related to the application for State Recreational Trails (SRT) funds for the Rolling Prairie Trail Extension 2021. (April 15, 2019)
- Approving application to the Iowa Department of Transportation for State Recreational Trails Funding and directing execution of said application by the Waverly City Council. (June 17, 2019)
- Committing to submit an application for a Community Development Block Grant Owner-Occupied Housing Rehabilitation Grant to the Iowa Economic Development Authority in 2019. (March 4, 2019)
- Authorizing the Mayor to sign a Memorandum of Understanding with the Iowa Northland Regional Council of Governments (INRCOG) for the General Administration of the Housing Fund Contract with the Iowa Economic Development Authority. (March 4, 2019)
- Approving a Community Development Block Grant application; designating the Mayor as the Official Representative of the City and authorizing the Mayor to affix their signature to said application and certain assurances in conjunction with same. (March 18, 2019)
- Adopting an Administrative Plan for the City of Waverly Housing Rehabilitation Program. (March 18, 2019)
- Granting the Iowa Economic Development Authority Certain Assurances in conjunction with the 2019 Community Development Block Grant Housing Application. (March 18, 2019)
- Approving to Amend and Adopt the new Harlington Cemetery Rules and Regulations. (August 20, 2018)
- Adopting a City of Waverly Service Animal Policy. (February 18, 2019)
- Setting User Fees and Charges for the Golf Course for 2019. (March 4, 2019)
- Approving a variance request for James Hinders at 216 3rd Street NW to allow a 10-foot rear yard setback and a 5-foot side yard setback for an existing detached garage (Building C) and remanding it back to the Board of Adjustment. (March 4, 2019)
- Award contract for the Dog Park Sidewalk 2019 project and authorizing the City Attorney to Review and approve the Performance and Payment Bonds. (March 18, 2019)
- Approving the purchase of golf course instructional equipment for the Golf Pro Department. (May 6, 2019)
- Suspending the enforcement of the prohibition of motorized vehicles on the Rail Trail Bridge during closure of the Adams Parkway Bridge. (May 6, 2019)
- Approving purchase of the policy and training solution from Lexipol. (May 6, 2019)
- Approving the sale of the 2004 Ford F550 4x4 Bucket Truck. (June 3, 2019)

Real Estate

- Approving a Minor Subdivision request for 1100 10th Avenue SW (Lot C within the Rolling Meadows II Subdivision Phase 2A) (October 1, 2018)
- Approving a minor subdivision request for subdividing property into three parcels creating Parcel JJ, Parcel KK, and Parcel LL at 1515 East Bremer Avenue. (November 5, 2018)
- Approving a minor subdivision request for property located north of Shelby Lane and west of Euclid Avenue for the creation of a subdivision to be known as “GoHawk Hideout Subdivision”. (December 17, 2018)
- Approving preliminary plat for Carolyn Huber for “Wilmour’s Woodland Estates” on property located north of 9th Avenue NW and west of Adams Parkway. (January 7, 2019)
- Approving a final plat and development agreement for “Wilmour’s Woodland Estates” on property located north of 9th Avenue NW and west of Adams Parkway. (January 7, 2019)
- Approving acceptance of a deed for lots two (2) and three (3), fractional block four (4), original town of Waverly, Iowa, as platted by William P. Harmon and the vacated alley between said lots for the parking lot on 1st Street SE across from Waverly Historic Lots from Future Waverly Development, LLC. (January 7, 2019)
- Approving a minor subdivision request for property located at 1415 Horton Road for the creation of Parcel L. (January 21, 2019)
- Approving a minor subdivision request and development agreement for property located at 1009 Bremer Road for the creation of Parcel O. (February 18, 2019)
- Setting a Public Hearing for July 16, 2018 to review a request for a Change of Use from Golf Course (Commercial Use) to Single Family Residential for One Additional Single-Family Residential Lot in Outlot P of the Planned Development District Centennial Oaks Golf Club Addition and to Amend the Future Land Use Plan from Semi-Public to Residential and Approving Plat of Parcel RR. (July 2, 2018)

Economic Development

- Approving a Marketing Plan contract with Amperage Marketing of Cedar Falls, Iowa for researching and development of a marketing plan for the City of Waverly. (November 5, 2018)
- Approving a farm lease agreement between the City of Waverly and Dean Knapp for 89.34 acres of Parcel M and N property located at Champions Ridge. (April 15, 2019)
- Approving the payment of TIF, Hotel/Motel and Upper Story Façade Improvement rebates to be paid in this fiscal year (2018-2019). (May 6, 2019)

City of Waverly Partnering

- Approving the Employee Services Sharing Agreement between the Waverly Shell-Rock Community School District and the City of Waverly for human resources management services. (July 2, 2018)
- Approving a donation by Omni Development, LLC of \$50,000 to the City of Waverly in satisfaction of the parkland dedication required by Ordinance 103.6.07 of the Waverly Municipal City Code. (July 16, 2018)
- Approving the Airport Manager Agreement and Airport Fixed-Base Operator (FBO) Agreement for the Waverly Municipal Airport. (August 20, 2018)
- Approving the lease provisions within the previously approved Airport Fixed-Base Operator (FBO) Agreement for the Waverly Municipal Airport. (October 15, 2018)
- Approving Monetary Support from the City of Waverly to the Waverly Volunteer Fire Association with hosting the 2018 Iowa Firemen’s Association Annual Convention. (August 20, 2018)
- Approving a Cable Access Channel Operation and Production Agreement with Wartburg College. (August 20, 2018)

- Approving the Bremer County Fair Lease Agreement. (September 10, 2018)
- Approving the Waverly Integrated Roadside Vegetation Funding and Authorizing City Administrator, James W. Bronner, or a designee, to sign the grant agreement. (September 10, 2018)
- Approving a Development Agreement with Dave Tobin, Tobin Construction, for City contribution for installation of sanitary sewer main and water main for infill development. (October 1, 2018)
- Accepting Public Improvements for Dave Tobin's Development-3rd Avenue NW and approving payments to Tobin Construction. (December 17, 2018)
- A Resolution to fix a date for a public hearing on the proposal to issue Hospital Revenue Bonds or Notes, in one or more series, in a principal amount not to exceed \$37,000,000 for the purpose of financing capital improvement projects for the benefit for Waverly Health Center. (October 15, 2018)
- Approving an amendment to the Development Agreement between the Waverly Hotel Group, LLC and the City of Waverly. (October 15, 2018)
- Determining to proceed with the issuance of hospital revenue notes in an aggregate principal amount of not to exceed \$27,063,000, setting parameters and approving an Indenture of Trust, one or more Bond Purchase Agreements, the use of an official statement and other documents related to the Notes. (November 19, 2018)
- Approving Lease Agreements between the City of Waverly and William Lowe, James Janssen, and KW Farms, Inc. (November 19, 2018)
- Providing for the issuance and securing the payment of future Obligations for the purposes of borrowing money for Waverly Health Center. (November 19, 2018)
- Approving Amendment No. 1 to the original West Water Tower Lease Agreement between the City of Waverly and New Cingular Wireless PCS, LLC (Managed by AT&T Mobility Corporation). (November 5, 2018)
- Authorizing the termination and vacation of a water main easement occupied by the Waverly Health Center. (November 19, 2018)
- Authorizing the termination and vacation of easement on property owned by the City for Waverly Low Rent Housing project. (December 17, 2018)
- Approving extending the deadline for the Champions Ridge Group to secure the necessary funds in cash, including loan proceeds, to complete all of the improvements included in the initial development of the project during the 2019 and 2020 construction years to March 18, 2019. (January 21, 2019)
- Declaring its termination of the City's participation in the Champions Ridge Project as currently set forth in the Development Agreement in Resolution 11-158, and directs the Leisure Services Commission and City Staff to work with the community ball groups to explore and formulate alternative projects for consideration by the Council. (March 18, 2019)
- Approving a Development Agreement with Movie Guys LLC for Theater Building Redevelopment. (April 15, 2019)
- Approving the Building, Electrical, Plumbing and Mechanical Fee Schedule with the adoption of the New Building Code. (May 20, 2019)
- Acknowledging satisfaction of Development Agreement provisions with Twin B, LLC and releasing all reservations and restrictions. (May 20, 2019)
- Approving a Professional Services Agreement with Midland GIS Solutions, LLC. (June 17, 2019)
- Accepting a Sanitary Sewer Main Easement from Robert Denny and authorizing payment to Robert Denny pursuant to the Development Agreement. (June 17, 2019)
- Approving a Development Agreement with 4 Queens Real Estate, LLC and accepting the deed for Parcel FF. (June 17, 2019)

Economic Development Efforts

- Accepting the public infrastructure for the Omni Lot 40 Development. (October 15, 2018)
- Adopting a policy to govern Small Cell Wireless Installation within the City's Right-of-Way. (April 15, 2019)

Downtown Development

- Conditionally approving a proposed development agreement with Movie Guys, LLC for tax rebates of TIF revenues from incremental commercial property based upon redevelopment of the property at 88 and 90 E. Bremer Avenue in part for commercial public theaters. (February 4, 2019)
- Approving the implementation of a façade grant program for downtown Waverly. (June 3, 2019)
- Approving a contract with AHTS Architecture for Design Services for the Bremer Avenue Streetscape. (June 17, 2019)

Residential Growth

- Approving a minor subdivision to eliminate a portion of the platted right-of-way of Tagalong Trail and to adjust the lot lines of Lots 133 and 134 of Centennial Oaks Golf Club Addition. (October 15, 2018)

Flood and Drainage Issues

- Approving the Service and Maintenance Quotes for the Waverly Inflatable Dam. (April 1, 2019)

Environmental Issues

- Approving an agreement with Pit Pros, Inc. of Swea City, Iowa for the hauling, incorporation and/or application of treated bio-solids (sludge) from the City's Water Pollution Control Facility and authorizing the Director of Public Works to approve additional services to clean the sludge storage tanks. (October 15, 2018)
- Approving a loan application to the SRF (State Revolving Fund) for a loan to cover the cost of planning and design for the Water Pollution Control Facility improvements. (December 17, 2018)
- Approving the Municipal Well #5 Inspection & Repair Estimate. (March 18, 2019)
- Approving the City of Waverly Tobacco-Free/Nicotine-Free Policy. (April 15, 2019)
- Approving the Professional Services Agreement with WHKS & Co. for the Infrastructure Modeling-Water Distribution System and Sanitary Sewer Collection System 2020 project. (June 3, 2019)

Ongoing Projects, Studies and Activities

- Approving a Professional Services Agreement with WHKS & Co. for the 2019 vehicle and trail bridge inspections. (January 7, 2019)
- Directing City Staff to take whatever steps are necessary to remove the 3rd Street SE Bridge from the National Historic Register. (March 18, 2019)
- Approving a contract with Iowa Appraisal and Research Corporation for appraisal of property for acquisition for the Airport Safety Zone Project. (September 10, 2018)
- Approving contract with A & R Services, Inc. for assistance with relocation services in acquiring property for the Airport Safety Zone Project. (September 10, 2018)
- Establishing Fair Market Value for the acquisition of interests in certain real property for the Waverly Airport Safety Zone project. (December 3, 2018)
- Approving contract for a Transaction Screen Environmental Site Assessment for the Waverly Municipal Airport Safety Zone Expansion project. (February 18, 2019)
- Authorizing condemnation of certain real property for the Waverly Airport Safety Zone Expansion project. (March 18, 2019)

- Authorizing a contract with Simmons, Perrine, Moyer and Bergman, PLC for legal services for Eminent Domain proceedings for the acquisition of certain real property for the Waverly Municipal Airport Safety Zone Expansion project. (March 18, 2019)
- Approving submittal of application for an Iowa DOT Airport Funding Grant. (April 15, 2019)
- Authorizing acquisition of property from Marvin L. and Margene E. Schmidt for the Waverly Municipal Airport Safety Zone Expansion Project. (June 24, 2019)
- Approving a Federal Aviation Administration application for Federal Assistance SF-424. (June 24, 2019)
- Approving a Federal Aviation Administration Grant Agreement for Federal Assistance for the engineering design and bidding of the Airport Runway 29 Extension project at the Waverly Municipal Airport. (August 20, 2018)
- Approving plans, specifications, form of contract and estimated cost for the Airport Runway 29 Extension 2018 project. (April 15, 2019)
- Awarding contract for the Airport Runway 29 Extension 2018 project. (April 15, 2019)
- Approving McClure Engineering Company's Task Order No. 3 to the On-Call Agreement for Engineering Services at the Waverly Municipal Airport for the Airport Runway 29 Extension 2018 project. (May 6, 2019)
- Approving a Federal Aviation Administration Application for Federal Assistance SF-424 for the Waverly Municipal Airport's Runway 29 Extension 2018 project. (June 3, 2019)
- Approving contract, bonds, and certificate of insurance from JB Holland for the Waverly Municipal Airport's Runway 29 Extension 2018 project and authorizing the Mayor to sign the contract. (June 3, 2019)
- Approving Construction Materials Testing's (CMT) quote for construction testing services at the Waverly Municipal Airport for the Runway 29 Extension project. (June 3, 2019)
- Awarding project for the Citywide Sidewalk and Pedestrian Ramp Repairs 2018 project. (August 6, 2018)
- Accepting the Citywide Sidewalk & Pedestrian Ramp Repairs 2018 project as complete, approving Change Order No. 1, and approving Pay Estimate No. 3 as final pay request. (December 17, 2018)
- Approving the Final Assessment Schedule for the 2018 Sidewalk Maintenance and Inspection Program. (December 17, 2018)
- Approving a plat of survey creating Parcels HH and II in Parcel CC and Parcels CC and DD in Parcel T on the 12th Street SE adjacent to the Cedar River Parkway for Renae Loy. (August 20, 2018)
- Approving Contract Modifications No. 1 through 5 for the Cedar River Parkway (East) Improvement 2018 project. (September 10, 2018)
- Approving Contract Modification 6 (Change Order 6) for the Cedar River Parkway (East) Improvements 2018. (May 20, 2019)
- To establish fair market value and authorizing eminent domain for the acquisition of interests in certain real property for the 20th Street NW Phase 1A Railroad Crossing Road Improvement project. (July 2, 2018)
- Authorizing the acquisition of real property for the 20th Street NW Phase 1A Railroad Crossing Road Improvements Project. (August 20, 2018)
- Approving the Railroad Agreement/License for Multi-Use Pathway/Sidewalk for the 5th Avenue NW railroad crossing location with Cedar River Railroad Company. (July 16, 2018)
- Approving the Construction and Maintenance Agreement for the 5th Avenue NW railroad crossing location with Cedar River Railroad Company of Homewood, Illinois. (July 16, 2018)
- Accepting the 2018 Bituminous Seal Coat Program as complete and approving Change Order No. 1 and final pay request. (September 10, 2018)

- Approving plans, specifications, form of contract and estimated cost for the Bituminous Seal Coat Program 2019. (March 18, 2019)
- Awarding contract for the Bituminous Seal Coat Program 2019. (March 18, 2019)
- Approving contract, bonds, and certificate of insurance from Blacktop Service Co. for the Bituminous Seal Coat Program 2019 and authorizing the Mayor to sign the contract. (April 15, 2019)
- Awarding Contract for the Citywide Asphalt Patching- Fall 2018 project. (October 1, 2018)
- Accepting the Citywide Asphalt Patching- Fall 2018 project as complete and approving Pay Estimate No. 1 as final pay request. (December 3, 2018)
- Awarding contract for the Citywide Asphalt Patching- Spring 2019 project. (March 18, 2019)
- Awarding contract for the Crack Cleaning and Filling Project 2019. (March 18, 2019)

Equipment Purchases

- Approving the purchase of 12 Dell Optiplex Micro PCs with 22-inch monitors from BerganKDV of Waterloo, Iowa for the Council Chambers. (May 20, 2019)
- Approving the purchase of iCompass software for agenda management. (June 3, 2019)

Employees

- *Safety Training*
- *Approving a Professional Services Agreement with PDCM Insurance of Cedar Falls, Iowa for health insurance and benefits consulting services. (July 2, 2018)*
- *Adopting updates for the City of Waverly Employee Handbook. (September 17, 2018)*
- *Approving the City of Waverly Safety Manual. (November 5, 2018)*

Special Events

- *Bremer County Fair*
- *Heritage Days*
- *Christmas on Main*
- *EMBRACE in Diversity*

Code Changes.

- Amending Section 105.3.01 Speed Restrictions of the Waverly Municipal Code.
- Amending Section 105.4.09 Handicap Parking and Section 105.4.10 Additional Parking Restrictions of the Waverly Municipal Code.
- Adding Section 104.4.14, Keeping Disorderly House, to Chapter 104 Public Offenses and providing for an amendment to Section 23.05 Applicable Chapters of the Municipal Infractions Chapter of the Waverly Municipal Code.
- Amending the Zoning Map of the City of Waverly, Iowa, for property owned by the City located along 15th Street NW and 16th Street NW by 3rd Avenue NW from R-3 (Multiple Family Residential, Two to Four Units) to R-4 (Multiple Family Residential, Apartments- Five Plus Units) as provided by this Ordinance.
- Amending the Zoning Map of the City of Waverly, Iowa, for property described at 806 12th Street SE from A-1 (Agricultural) to R-1 (Single Family Residential) as provided by this Ordinance.
- Amending the current Waverly TIF Ordinance 1025 in connection with approval of Amendment No. 3 to the Waverly Unified Urban Renewal Plan.
- Amending Section 84.1 Obstructions- Prohibited and Section 84.2 Obstructions- Awnings of Chapter 84 of the Waverly Municipal Code.
- Amending the Zoning Map of the City of Waverly for property located at 1009 Bremer Road from A-1 (Agricultural) to R-1 (Residential) District.

- Amending the Water Rates and Minimum Charges for Water Usage.
- Amending Sewer Rates, Charges, and Minimum Rate.
- Amending Solid Waste Rates, Charges and Base Rate for Fiscal Years 2019-20 and 2020-21 and Amending Sections 69.4,69.5, and 69.8 of the Waverly Municipal Code.
- Amending the current Waverly TIF Ordinance 1053 in conjunction with the adoption of Amendment No. 4 to the Waverly Unified Urban Renewal Plan.
- Amending the Code of Ordinances of City of Waverly, Iowa by repealing Chapter 90, thereof entitled Building Code and enacting and adopting a new Chapter 90 in lieu of entitled Building Code.

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.