

CITY OF WAVERLY

Administration Annual Report

Fiscal Year 2021 – 2022



June 30, 2022

Greetings:

The City of Waverly is a nonprofit local government entity providing essential operations and services to a citizen population of over 10,000. There are approximately 75 full-time and an estimated 100 part-time and seasonal employees working with an annual operating and capital budget of approximately \$39 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 wastewater operations, sewer operations, solid waste collection, and recycling and yard waste.

The City of Waverly completed Phase I and II of the Youth Ball Diamonds, named Cedar River Park. While being in the middle of the COVID-19 Pandemic, redistricting was completed and approved by Council with the third reading of the ordinances on January 25, 2022. South Riverside Park Improvements began. In June, the North Addition of the Public Services Building was accepted as complete, and the old Water Dept. building (117 1st Street NE) was vacated by that department. The 3rd Street Bridge (affectionately known as the Green Bridge) was demolished. The Waverly Volunteer Fire Department began work on the training facility on Cedar River Parkway. The large project of the Water Pollution Control site improvements began.

This year the City began work with MSA Planning and Design Studio for a City Comprehensive Plan, Bike and Pedestrian Trail Plan, and Park & Open Space Plan, including a master plan for Memorial Park.

CITY OF WAVERLY

James W. Bronner
City Administrator

JWB/cdg



Administration Department

James Bronner, City Administrator, Carla Guyer, City Clerk, Valorie Northrup, Deputy City Clerk and Bill Werger, City Attorney 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 2021/22. 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 2021-22 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

- *Approval of all liquor and tobacco permits*
- *Approval of Cash Disbursements*
- *City of Waverly Budget*
- *City of Waverly Audit*
- *Budget Amendment*
- *Updated Safety Manual*
- *Mayoral Appointments*
- *Proclamations*
- *Guest Council Participation*
- *Fire Chief Appointment*
- *Council Liaisons to Board and Commissions.*
- *Reviewed goals and accomplishments of City Boards/Commissions.*
- *Review of Waverly Utilities Audit*
- *Adopt ordinances (14 were adopted in FY '21-22)*
- *Approving the Waverly Municipal Airport's Federal Aviation Administration 5-Year Capital Improvement Plan for Federal Fiscal Year 2023-2027. (December 6, 2021)*
- *Adopt resolutions (172 were adopted in FY '21-22)*
- *Approve negotiated contract with the Waverly Police Protective Association.*
- *The 2020 U.S. Census reflects Waverly having a population of 10,394.*

Financial Matters

- Approving the American Rescue Plan Act 2021- Airport Rescue Grant Program Application for reimbursement of eligible airport expenses for the Waverly Municipal Airport. (July 12, 2021)
- Approving the American Rescue Plan Act 2021- Airport Rescue Grant Program Agreement for reimbursement of eligible airport expenses at the Waverly Municipal Airport. (August 16, 2021)
- 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, 2021. (August 16, 2021)
- Approving application to the Iowa Department of Transportation for Federal Recreational Trails Funding and directing execution of said application by the Waverly City Council. (September 13, 2021)
- Approving a Memorandum of Understanding with INRCOG for grant writing services related to the application for Federal Recreational Trails (FRT) Program funds for replacement of the Ivanhoe Rail Trail Bridge on the Waverly Rail Trail segment of the Rolling Prairie Trail. (September 13, 2021)
- Accepting the Living Roadway Trust Fund (LRTF) grant funds to be used towards the purchase of a No-Till Drill Seeder for the Vegetation Management Division of Leisure Services. (November 1, 2021)
- 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 15, 2021)
- Approving the Street Finance Report for FY 2021. (November 15, 2021)
- Fixing Date for a Public Hearing on the proposition to authorize a lease agreement payable from the General Fund in the principal amount of not to exceed \$400,000 for personal property for use by the City and providing for publication of notice thereof. (November 15, 2021)
- Approving of the allocation of the 2021 American Rescue Plan funds. (December 6, 2021)
- Approving instituting proceedings to take additional action for the authorization and issuance of a Lease Agreement payable from the General Fund in the principal amount of not to exceed \$400,000.00 for personal property for use by the City. (December 6, 2021)
- Authorizing action for a Lease Agreement payable from the General Fund in the principal amount of \$315,000.00 for personal property for use by the City. (December 6, 2021)
- Approving the Maximum Property Tax Dollars from Certain Levies for the City's Proposed Fiscal Year 2022-23 Budget. (February 21, 2022)
- Authorizing the City of Waverly to contribute funds to various non-governmental entities identified through the budget process and setting forth the defined public benefit for the expenditures approved in the budget for fiscal year 2022-2023. (March 7, 2022)

- Approving and endorsing the Iowa Northland Regional Transportation Authority (RTA) Transportation Alternatives Program (TAP) Funding Application for the replacement of the Ivanhoe Rail Trail Bridge on the Waverly Rail Trail segment of the Rolling Prairie Trail. (May 2, 2022)
- Fixing Date for a Meeting on the Authorization of a Loan Agreement and the Issuance of Not to Exceed \$180,000.00 General Obligation Capital Loan Notes (General Fund) of the City of Waverly, State of Iowa, and Providing for Publication of Notice Thereof for a Public Hearing. (May 2, 2022)
- Instituting proceedings to take additional action for the issuance of not to exceed \$180,000 General Obligation Capital Loan Notes (General Fund). (June 6, 2022)
- Approving an audit agreement with Williams & Company P.C. for years ended June 30, 2022 for \$67,000.00, June 30, 2023 for \$69,700.00, and June 30, 2024 for \$72,500.00. (June 6, 2022)

New Projects

- Approving contract, bonds, and certificate of insurance from Peterson Contractors, Inc. for the Cedar Lane Culvert Replacements project and authorizing the Mayor to sign the contract. (July 19, 2021)
- Establishing Fair Market Value for the acquisition of real property interests for the Cedar Lane Culverts Replacement project. (September 13, 2021)
- Approving the acquisition of real property interests for the Cedar Lane Culverts Replacement project. (October 18, 2021)
- Approving plans, specifications, form of contract and estimated cost for the Construction of South Riverside Park Plaza project. (July 19, 2021)
- Awarding contract for the Construction of the South Riverside Park Plaza project. (July 19, 2021)
- Approving contract, bonds, and certificate of insurance from Building & Grounds LLC for the South Riverside Park Plaza project and authorizing the Mayor to sign the contract. (August 2, 2021)
- Approving a Professional Services Agreement with WHKS & Co. for the Well 5 Reconfiguration 2022 project. (August 16, 2021)
- Approving Plans, Specifications, Form of Contract, and Estimated Total Cost for the Well 5 Reconfiguration 2022 project. (February 21, 2022)
- Awarding Contract for the Well 5 Reconfiguration 2022 project. (February 21, 2022)
- Approving Contract, Bonds, and Certificate of Insurance from Denver Underground & Grading, Inc. for the Well 5 Reconfiguration 2022 project and authorizing the Mayor to sign the contract. (March 21, 2022)
- Approving the proposal to update PLC and VFD controls for the Well 5 Improvements and authorizing the Director of Public Works to sign the purchase proposal and installation agreement. (April 18, 2022)

- Approving contract and certificate of insurance from Mehmen Monument Sales for the Cemetery Monument Restoration 2021 project and authorizing the Mayor to sign the contract. (November 1, 2021)
- Approving Change Order No.1 and Pay Application No. 4 for the Cedar River Park Bid Package 2- Ball Field Installation and Paving project. (July 19, 2021)
- Approving Amendment No. 1 to the Professional Services Agreement with Hall & Hall Engineering for the Youth Ballfield Sports Complex 2020 project. (December 6, 2021)
- Approving Change Order No. 2 to the Cedar River Park Bid Package 2- Ball Field Installation and Paving project. (December 6, 2021)
- Approving the bid, contract, and certificate of insurance for the construction of privacy fence at Cedar River Park and authorizing the Mayor to sign the contract. (May 16, 2022)
- Approving a Professional Services Agreement between the City of Waverly and Farnsworth Group for the first phase (design work) of building renovations at 117 1st Street NE (City Water Division) and the second phase (bid and construction documents). (July 19, 2021)
- Approving an agreement with Terracon Consultants, Inc. of Cedar Falls, Iowa for an asbestos survey of the 117 1st Street NE Building. (October 4, 2021)
- Approving the hiring of Black Hawk Roofing Company Inc. of Cedar Falls, Iowa to take core samples of the membrane roofing system on the 117 1st Street NE Building. (October 4, 2021)
- Approving the proposal for Underwater Assessment from Terracon for the Building Renovations at 117 1st Street NE. (April 18, 2022)
- Authorizing the Phase 2 Architectural and Structural Services from Farnsworth Group for the Building Renovations at 117 1st Street NE. (June 6, 2022)
- Approving Change Order No. 2 to the WPC Facility Improvements 2020 project. (March 7, 2022)
- Approving an Agreement between the City of Waverly and Modern Design Architects for design work for improving and remodeling the north section of the Parks Maintenance Building. (February 7, 2022)
- Approving Plans, Specifications, Form of Contract, and Estimated Total Cost for the Downtown Alley Reconstruction 2022 project. (February 21, 2022)
- Awarding Contract for the Downtown Alley Reconstruction 2022 project. (February 21, 2022)
- Approving Contract, Bonds, and Certificate of Insurance from Barry Smith Grading & Excavating, Inc. for the Downtown Alley Reconstruction 2022 project and authorizing the Mayor to sign the contract. (March 21, 2022)
- Approving Plans, Specifications, Form of Contract, and Estimated Total Cost for the Cedar Lane Reconstruction (Roadway) project. (February 21, 2022)

- Awarding Contract for the Cedar Lane Reconstruction (Roadway) project. (February 21, 2022)
- Approving Contract, Bonds, and Certificate of Insurance from Wicks Construction, Inc. for the Cedar Lane Reconstruction (Roadway) project and authorizing the Mayor to sign the contract. (March 21, 2022)

Completed Projects

- Approving Change Order No. 7, accepting the 4th Street SW (IA 116) & 10th Street SW Improvements 2020 project as complete, and approving Pay Estimate No. 13 as the final pay request. (September 13, 2021)
- Awarding contract for the Citywide Asphalt Patching- Fall 2021 project. (October 4, 2021)
- Accepting the Citywide Asphalt Patching- Fall 2021 project as complete and approving Pay Estimate No. 1 as the final pay request. (November 15, 2021)
- Approving contract and certificate of insurance from Yoder Construction of NE Iowa, LLC for the Park Shelters Roof Replacement project and authorizing the Mayor to sign the contract. (November 1, 2021)
- Approving Change Order No. 1, accepting the Park Shelters Roof Replacement project as complete, approving Pay Estimate No. 1, and approving Pay Estimate No. 2 as the final pay request. (December 20, 2021)
- Approving Change Order No. 1 and Pay Application No. 3 for the Eagle Ridge Drive & Cul-De-Sac Extension project. (August 16, 2021)
- Approving Change Order No. 2 and Pay Application No. 7 for the Eagle Ridge Drive & Cul-De-Sac Extension project. (December 6, 2021)
- Accepting the Eagle Ridge Drive & Cul-De-Sac Extension project as complete, accepting Baker Enterprises' cashier's check as performance guarantee, and approving Pay Application No. 8 as the final payment. (December 20, 2021)
- Approving the Memorandum of Agreement between the United States Army Corp of Engineers, the Iowa State Historic Preservation Office, and the Historic Preservation Commission regarding the removal of the 3rd Street SE Bridge over the Cedar River. (August 16, 2021)
- Approving plans, specifications, form of contract and estimated construction cost for the 3rd Street SE Bridge Removal 2021 project. (October 4, 2021)
- Awarding contract for the 3rd Street SE Bridge Removal 2021 project. (October 4, 2021)
- Approving contract, bonds, and certificate of insurance from Minnowa Construction, Inc. for the 3rd Street SE Bridge Removal 2021 project and authorizing the Mayor to sign the contract. (November 1, 2021)

- Approving Amendment No. 1 to the Professional Services Agreement for construction phase engineer services for the 3rd Street SE Bridge Removal 2021 project. (November 1, 2021)
- Approving Change Order No. 1, accepting the 3rd Street SE Bridge Removal 2021 project as complete and approving Pay Estimate No. 3 as the final pay request. (January 17, 2022)
- Approving the Final Assessment Schedule for the 1st Street NW Reconstruction 2021 Project. (November 1, 2021)
- Approving Iowa DOT Change Order No. 1, accepting the 1st Street NW Reconstruction 2021 project as complete, approving Pay Estimate No. 2a, and approving Pay Estimate No. 5 as the final pay request. (February 7, 2022)
- Approving completion of the Eagle Ridge Drive project, paragraphs 1 through 5 of the Development Agreement with Echo Development Group, LLC, and releasing the Irrevocable Letter of Credit. (February 21, 2022)
- Approving Change Order No. 1 and approving Pay Application No. 11 for the Public Services Center-North Addition 2021 project. (January 17, 2022)
- Approving the reduction of the Public Service Center- North Addition 2021 contract's retainage and approving Pay Estimate No. 12. (March 21, 2022)
- Accepting the Public Services Center – North Addition 2021 Building Project as complete and approving final payment. (June 20, 2022)
- Accepting the South Riverside Pavilion Project as complete and approving Pay Application No. 12 and Pay Application No. 13 as the final payment. (June 20, 2022)
- Approving Change Order No. 1, accepting the Bituminous Seal Coat Program 2021 as complete, and approving Pay Estimate No. 2 as the final pay request. (August 16, 2021)
- Awarding the Citywide Asphalt Patching-Spring 2022 project. (April 18, 2022)
- Accepting the Citywide Asphalt Patching – Spring 2022 as complete and approving Pay Estimate No. 1 as the final pay request. (June 6, 2022)

Customer Service for our Citizens

- Approving the purchase and installation of pedestrian crossing signals on 4th Street SW. (August 16, 2021)
- Approving an application to list Wartburg College Historic District on the National Register of Historic Places. (September 13, 2021)
- Approving a Cable Access Channel Operation and Production Agreement between Wartburg College and the City. (September 13, 2021)

- Approving a contract with MSA Planning and Design Studio for a City Comprehensive Plan, Bike and Pedestrian Trail Plan and Park and Open Space Plan, including a master plan for Memorial Park. (November 1, 2021)
- Finalizing the installation of RRFB (rectangular rapid flashing beacon) pedestrian crossing signals and approving Pay Estimate No. 1 as the final pay request to KW Electric Inc. (December 6, 2021)
- Approving the Leisure Services Department User Fees and Charges for 2022. (December 20, 2021)
- Approving setting Season Pass Prices and Fees for the Golf Course for 2022. (January 3, 2022)
- Directing City Staff to prepare an amendment to the Waverly City Code that would permit vehicles known as Utility Task Vehicles or UTVs to be operated on public streets by licensed drivers within the City of Waverly. (January 17, 2022)
- Approving the purchase of a new vinyl split rail fence from American Fence Company for the Waverly Municipal Golf Course. (February 7, 2022)
- Approving the purchase of a 2021 F450 Life Line Ambulance for Waverly Health Center's Ambulance Services. (February 21, 2022)
- Approving the bid, contract, and certificate of insurance for the construction of new fence in Harlington Cemetery and fence repair in Memorial Park and authorizing the Mayor to sign the contract. (March 7, 2022)
- Approving a quote for the spraying and fertilization in Harlington Cemetery and authorizing the Mayor to sign the agreement. (March 7, 2022)
- Approving contract extensions for annual elevator inspections at the Waverly Fire Station and at the Water Sewage Treatment Plant. (March 7, 2022)
- Approving a Wayfinding Master Plan prepared for the City of Waverly by MSA Planning and Design Studio. (March 21, 2022)
- Adopting a Final Assessment Schedule for the Nuisance Abatement and confirming and levying the assessments. (March 21, 2022)
- Approving the renewal of an agreement with iCompass by Diligent Corporation, New York, NY for an online agenda management system. (April 18, 2022)
- Approving a three-year Service Agreement for the disposal of single stream recyclables. (May 16, 2022)
- Amending the Administrative Plan for the City of Waverly CDBG Housing Rehabilitation Program. (July 12, 2021)
- Approving Change Order No. 1 to the Owner-Occupied Rehabilitation Contract for Project #3 of the Waverly CDBG Housing Rehabilitation Program. (August 16, 2021)

- Awarding an Owner-Occupied Rehabilitation Contract to Glidewell Contracting for Project #6 of the Waverly CDBG Housing Rehabilitation Program. (December 6, 2021)
- Adopting an updated State of Iowa's CDBG Procurement Policy for the City of Waverly. (March 21, 2022)
- Authorizing the Mayor to sign an Amended Contract with the Iowa Northland Regional Council of Governments (INRCOG) for the General Administration of the CDBG Housing Rehabilitation Program. (March 21, 2022)
- Authorizing the Mayor to sign an Amended Contract with the Iowa Northland Regional Council of Governments (INRCOG) for Technical Services Administration for the CDBG Housing Rehabilitation Program. (March 21, 2022)
- Approving Change Order No. 1 to the Owner-Occupied Rehabilitation Contract for Project #5 of the Waverly CDBG Housing Rehabilitation Program. (April 18, 2022)
- Accepting the Project #5 of the Waverly CDBG Housing Rehabilitation Program as complete and approving final pay request. (May 16, 2022)
- Approving Amendment No. 1 to the Professional Services Agreement with WHKS & Co. of Mason City, Iowa for the Rolling Prairie Trail Extension 2021 project. (February 7, 2022)
- Approving Amendment No. 2 to the Professional Services Agreement with WHKS & Co. for the Rolling Prairie Trail Extension 2021. (June 20, 2022)

Real Estate

- Approving a Plat of Survey for Parcel H located at 1366 190th Street. (July 19, 2021)
- Approving a Plat of Survey for Parcel WW located at 93 Vista Circle. (July 19, 2021)
- Approving a Plat of Survey for Parcel Z located at 1504 4th Street SW for Elizabeth Bixby on behalf of Bjorn Enterprises, LLC and EAB Properties, LLC. (July 19, 2021)
- Setting a Public Hearing to accept an offer for the sale of city-owned real estate at 517 3rd Street SE, Waverly, Iowa and to authorize transfer of property. (July 12, 2021)
- Accepting an offer for the sale of city-owned residential property at 517 3rd Street SE, Waverly and authorizing transfer of property. (August 2, 2021)
- Approving a Plat of Survey for Parcel G located behind the Mini Storage at 1402 250th Street. (August 16, 2021)
- To publish Notice of Intent to accept an offer to purchase three (3) parcels of land owned by the City of Waverly and setting a Public Hearing to accept an offer for the purchase of land. (November 1, 2021)
- Accept an offer to purchase three (3) parcels of land owned by the City of Waverly. (December 6, 2021)

- Authorizing the sale of three parcels of land owned by the City of Waverly to the buyer, Waverly Holdings, LLC. (January 17, 2022)
- Proposing the sale of three (3) parcels of land owned by the City of Waverly and setting a Public Hearing for February 21, 2022 at 7:00 p.m. in the Council Chambers of City Hall. (February 7, 2022)
- Authorizing the sale of three parcels of land owned by the City of Waverly to the buyer, Waverly Holdings, LLC. (February 21, 2022)
- Setting a Public Hearing for the vacation of the alley to the north of 111 6th Street NW and conveyance to the adjoining property owners. (November 15, 2021)
- Approving for the vacation of the alley to the north of 111 6th Street NW and conveyance to the adjoining property owners. (December 6, 2021)
- Approving a preliminary plat for a proposed subdivision for Anna Estates Subdivision consisting of a mix of single-family cluster development and two-family residential condominium development for property located north of Eisenach Village. (December 6, 2021)
- Approving the Final Plat for Anna Estates First Addition. (May 16, 2022)
- Approving the Development Agreement, Construction Plans, and Construction and Maintenance Guarantees for the Anna Estates 1st Addition. (May 16, 2022)
- Approving a Plat of Survey to create Parcel G located at 2574 Cottage Avenue, Janesville, Iowa. (February 7, 2022)
- Approving a Plat of Survey to create Parcel BB and Parcel CC located at 940 Cedar Lane, Waverly, Iowa. (February 7, 2022)
- Approving a Plat of Survey to create Parcel F located at 2219 Aspen Avenue, Waverly, Iowa. (February 21, 2022)
- Approving a Plat of Survey to create Parcel FF located at 1600 W. Bremer Avenue, Waverly, Iowa. (April 18, 2022)
- Approving a Plat of Survey to create Parcel EE located at 1900 Heritage Way, Waverly, Iowa. (April 18, 2022)
- Approving a Plat of Survey to create Parcel H located at 2003 E. Bremer Avenue, Waverly, Iowa. (May 16, 2022)
- Approving a Plat of Survey to create Parcel N located by 1204 5th Street NW in the Green Acres 2nd Addition, Waverly, Iowa. (May 16, 2022)
- Approving City Administrator's recommendation for the purchase or sale of particular real estate and authorizing the proceedings. (May 16, 2022)

Economic Development

- Authorizing an amendment of the terms and conditions of the Development Agreement with 1859 Ventures, LLC. (May 16, 2022)
- Approving the amendment to the Development Agreement with 1859 Ventures, LLC pursuant to Resolution 22-64. (June 6, 2022)
- Approving the payment of TIF, Hotel/Motel Tax and Upper Story Façade Improvements Rebates to be paid in this fiscal year (2021-2022). (April 18, 2022)

City of Waverly Partnering

- Approving an amendment to the Waverly Volunteer Fire Department By-Laws. (August 16, 2021)
- Support and Financial Commitment for the Main Street Program in Waverly. (November 15, 2021)
- Approving the City of Waverly's participation in and approval of settlements that would resolve all opioid litigation by states and local subdivisions against various defendants. (November 15, 2021)
- Approving clarification of a Maintenance Agreement with Clayton Flaig. (December 6, 2021)
- Authorizing the City Attorney to submit the adopted maps to the Bremer County Auditor and the Iowa Secretary of State. (December 6, 2021)
- Approving the City of Waverly participation in the Solid Waste Comprehensive Planning Process and Budget for the Iowa Northland Regional Council of Governments (INRCOG) Planning Area (8th Revision). (December 6, 2021)
- Approving an amendment to the Development Agreement and approving of City application for the IEDA Downtown Housing Grant Program for theater building redevelopment. (December 6, 2021)
- Approving a Grant Agreement between Iowa Economic Development Authority (IEDA) and the City of Waverly to Administer the Downtown Housing Grant for the Theater Building Redevelopment Project and approving the Development Agreement between the Developer, Movie Guys, LLC and the City of Waverly for the Grant. (June 20, 2022)
- Approving a 1-year extension to the Bremer County Fair Lease Agreement. (December 20, 2021)
- Designating the Bremer County Independent/Waverly Democrat as the official legal newspaper of the City for the year 2022. (January 3, 2022)
- Approving the dissolution of the Ball Diamond Task Force. (January 3, 2022)
- Approving Lease Agreements between the City of Waverly and Lonnie Even, James Janssen, and William Lowe for property adjacent to the Airport. (January 17, 2022)
- Support of Local Option Sales and Services Tax Election for Bremer County. (February 7, 2022)

- Accepting a dedication of additional right-of-way by JDM Property Holdings, LLC to the City of Waverly for Adams Parkway. (April 4, 2022)
- Approving the Construction Plans and Construction and Maintenance Guarantees for the Waverly-Shell Rock Northeast Elementary School. (May 16, 2022)
- Approving the Construction Plans and Construction and Maintenance Guarantees for the Waverly-Shell Rock West Elementary School. (June 20, 2022)

Economic Development Efforts

- Approving marketing proposals from AMPERAGE Marketing for the continuation of the Community Marketing Plan for the remainder of Fiscal Year 2021-22. (December 20, 2021)
- Adopting the Five-Year Waverly Economic Development Strategic Plan. (April 18, 2022)

Residential Growth

- Approving the new Zoning Map update for the City of Waverly. (December 6, 2021)
- Accepting the Public Improvements for Whitetail Bluff Addition. (December 20, 2021)
- Approving a Preliminary and Final Plat for the proposed B.W. Jensen Addition. (March 7, 2022)
- Approving the Request for Proposal (RFP) for development of the former Washington Irving Elementary School site. (May 16, 2022)
- Approving Preliminary and Final Plat for Southgate Plat 1. (June 20, 2022)

Environmental Issues

- Approving setting a time and place for a Public Hearing on the adoption of the Multi-Jurisdictional Hazard Mitigation Plan for Bremer County, Iowa. (June 6, 2022)
- Approving the adoption of the Multi-Jurisdictional Hazard Mitigation Plan for Bremer County, Iowa. (June 20, 2022)

Ongoing Projects, Studies and Activities

- Approving McClure Engineering Company's Task Order No. 6 to the On-Call Agreement for Engineering Design Services and the Construction Materials Testing quote for geotechnical investigation services at the Waverly Municipal Airport for the project to Construct Runway 11 Taxiway. (December 6, 2021)
- Approving the Professional Services Agreement with WHKS & Co. for the 2022 Adams Parkway Bridge Inspection. (December 20, 2021)

- Approve Resolution 22-35, approving Plans, Specifications, Form of Contract, and Estimated Total Cost of \$178,757.00 for the Bituminous Seal Coat Program 2022. (March 21, 2022)
- Awarding Contract for the Bituminous Seal Coat Program 2022. (March 21, 2022)
- Approving Contract, Bonds, and Certificate of Insurance from Blacktop Service Co. for the Bituminous Seal Coat Program 2022 and authorizing the Mayor to sign the contract. (April 18, 2022)
- Approving the Iowa Department of Transportation (IDOT) Airport State Funding Application for the Reconstruct South T-Hangar Taxilane 2023 project at the Waverly Municipal Airport. (May 2, 2022)

Equipment Purchases

- Approving the purchase of (2) Kubota Z411KW-3-48 Zero Turn Mowers for the Leisure Services Harlington Cemetery Division. (July 19, 2021)
- Approving the purchase of an Ibak T66 camera system, associated equipment and job trailer retrofit from Mid-Iowa Solid Waste Co. Inc. for the Sewer Line Maintenance Department. (October 4, 2021)
- Approving the purchase of a 2021 Kage KBBS12-XL SnowStorm plow system (snow box & blade) from Star Equipment for the Public Services Department. (October 18, 2021)
- Approving the purchase of eight (8) Lorell model LLR 59519 flipper arm mid-back chairs for the Waverly Municipal Airport. (December 6, 2021)
- Approving purchase of a Truax Flex II No-Till Drill Seeder from P&K Midwest for the Vegetation Management Division of Leisure Services. (December 20, 2021)
- Approving the purchase of a Toro Pro Force Debris Blower from MTI Distributing for the Parks Division of Leisure Services. (April 18, 2022)
- Approving a one-year Microsoft Outlook 365 agreement between Bergan KDV and the City of Waverly. (June 6, 2022)
- Approving contract for HR Software from Ultimate Kronos Group (UKG). (June 20, 2022)
- Approving the purchase of a 2021 Case 621 GTS Loader. (June 20, 2022)

Employees

- *Safety Training*
- Approving the City Administrator's recommendation for personnel action and authorizing immediate implementation. (October 18, 2021)

Special Events

- *Bremer County Fair*
- *Waterloo/Cedar Falls Symphony at Kohlmann Park*
- *Heritage Days*
- *Oktoberfest*
- *Christmas on Main*

Code Changes.

- Amending the Zoning Map of the City of Waverly, Iowa, for Parcel ID 0533300012 and Parcel ID 0533300010 located along the east side of 35th Street (Highway Business 218) from A-1 (Agricultural District) to M-2 (Heavy Industrial District). (July 27, 2021)
- Amending the Zoning Map of the City of Waverly, Iowa, for Parcel Q, located on Fairholm Drive from A-1 (Agricultural District) to R-1 (Single Family Residential District). (August 10, 2021)
- Amending the Zoning Map of the City of Waverly, Iowa for multiple properties abutting or located within the Dry Run Creek Waterway in southwest and northwest Waverly. (August 24, 2021)
- Amending the Zoning Map of the City of Waverly, Iowa, for Parcel ID 0901403009 located at 2203 East Bremer Avenue and Parcel ID 0901426006 from C-2 (Commercial District) and A-1 (Agricultural District) to M-2 (Heavy Industrial District). (September 28, 2021)
- Adopting the City Code of the City of Waverly for Codification. (December 28, 2021)
- Amending Chapter 4 of the Waverly Municipal Code establishing and describing Wards and Precincts of the City. (January 25, 2022)
- Amending Chapter 3, City Limits, of the Waverly Municipal Code. (January 25, 2022)
- Amending Section 105.10, Off-Road Utility Vehicles of the Waverly Municipal Code. (March 15, 2022)
- 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. (April 26, 2022)
- Repealing Chapter 64, thereof entitled Weeds, and enacting and adopting a new Chapter 64, Weeds. (May 24, 2022)
- Amending Chapter 72, Urban Chickens, by Amending Section 72.3. (May 24, 2022)
- Amending Chapter 100, Zoning, by Amending Section 100.7.03 and 100.8.03. (May 24, 2022)
- Amending Section 44.1 of the City Code regarding the number of members appointed to the Planning and Zoning Commission. (June 14, 2022)
- Amending the Zoning Map of the City for multiple properties to reflect the current use of the properties. (June 28, 2022)

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.