

## Study Session Meeting Minutes

September 26, 2005~ 7:00 p.m.

### **A. CALL TO ORDER.**

1. A Study Session of the Waverly City Council was held on September 26, 2005 at 7:00 p.m. in the Council Chambers at City Hall. Mayor Ackerman presided. Council members present were: Cyndi Ecker, Fred Ribich, Gary Grace, Mel Kramer, Connie Rasmussen, Tammy McKenzie, and Gary Boorum. Absent: None.

2. **Approve Agenda as Printed or Add Items for Discussion Only.**

**Moved By: Kramer**

**Seconded By: Ribich**

That the agenda for this Council Meeting as prepared is hereby approved:

**Yes: 7**

**No: 0**

**Absent: 0**

### **B. PUBLIC COMMENTS.**

### **C. TABLED ITEMS.**

Resolution 05-119, A Resolution Proposing to Release a Mortgage Lien (and Subsequent Conditions of the Assistance) Against the Assisted Property Currently Owned by Delbert L. Rittgers and Chris S. Rittgers.

### **D. CONSENT AGENDA.**

1. Pay Request from Iowa Northland Regional Council of Governments in the amount of \$705.80 for the Housing Rehab.

2. Pay Request from Northland Regional Council of Governments in the amount \$717.85 for the Lead Based Paint II.

**Moved By: Ecker**

**Seconded By: Ribich**

Items 1-2 on the Consent Agenda are hereby approved.

**Yes: 7**

**No: 0**

**Absent: 0**

### **E. REGULAR BUSINESS.**

1. **Resolution 05-126, A Resolution Canceling Fire Station Bid Opening, Returning Sealed Bids to Bidders and Directing Preparation of New Fire Department Bid Specifications.**

Building Committee Member Dennis Happel stated that the City has used proprietary manufacturers or suppliers on the Law Enforcement Center and Kohlmann Park and asked the Council why it was necessary for plans and specifications to be redrawn for the Fire Station. Mayor Ackerman informed Mr. Happel that the bidding process was flawed and that the specifications were drawn to confine the bidding to one firm and therefore voided the contract. Mr. Ackerman emphasized that the Council would not challenge the findings of the City Attorney and City Bonding Counsel. City Attorney Carney reviewed the letter received by the City on September 26<sup>th</sup> from the Master Builders of Iowa stating that the, "procurement process for this project is fatally flawed and that the City has no recourse except to start over with new specifications that are legal and consistent with Iowa Law." After pre-bid meeting at the Fire Station' Administrator Crayne questioned the Architect on the proprietary supplier listed in the specifications and the Architect stated that the competitive bidding requirements were accomplished. Mayor Ackerman stated that the Architect was wrong and the City had no choice but to close the bid opening. The City will redraw specifications and remove any requirement for pre-approved proprietary manufacturers or suppliers.

**Moved By: Ribich**

**Seconded By: Ecker**

Resolution 05-126, A Resolution Canceling Fire Station Bid Opening, Returning Sealed Bids to Bidders and Directing Preparation of New Fire Department Bid Specifications is hereby approved.

**Yes: 7**

**No: 0**

**Absent: 0**

2. **Mayoral Appointments.**

**Moved By: Boorum**

**Seconded By: Kramer**

The following Mayoral Appointments are hereby approved:

John Wuertz and Jeff Plagge to Electric Utility Board

Brent Matthias to Telecommunication/Cable Commission

Jo Arthur to Municipal Housing Commission.

**Yes: 7**

**No: 0**

**Absent: 0**

**F. STUDY SESSION.**

1. **Golf Commission Report to City Council on Golf Operations Budget Revenue Projections.**

Chair Larry Van Daalen informed the Council that the Golf Commission discussed the probable shortfall of revenues for the 2005-06 budget. The biggest discrepancy in the projected revenues is the daily fees and said projections are \$25,000 - \$30,000 more than the average over the last 3 years. The golf course is not getting enough green fees paid to meet the revenue goals. Staff met with City Administrator Crayne to discuss reduction in expenses. Staff has met those goals by reducing top dressing applications and fertilizer costs, utilities and labor expense. Mr. Van Daalen stated that the golf course budget is cut to the "bare bones." The Golf Commission will draft an Operations Tactical Plan that employs maintenance methods, fee review and marketing. The Commission may ask Council if Hotel/Motel Tax money could be used for their marketing efforts. Season pass rates will be discussed in December with Council. Parks & Recreation Director Ray informed Council that golf interest is down nationally and that other courses are facing similar shortcomings. There will be a meeting on the GolfWaverly.com website and the City would possibly use Wartburg students to look at other marketing strategies for the golf course. Discussion followed on revenue projections for two golf courses in Waverly and keeping the Pro Shop open all year. There are 2 full time golf maintenance staff and 8 or 9 seasonal. JR Iverson works 11 ½ months a year with 7 or 8 seasonal in the Pro Shop. A member of the audience voiced his concern with a City-owned municipal course. Council did feel that the Golf Course was top notch and was an attraction for businesses. All City sponsored golf outings are at the municipal course. Our schools, library, parks and bike trails are all subsidized and are quality of life issues. Waverly's golf course is unique because it's a municipal course with a private country club and revenues for beer sales go to the Country Club. The Commission will come to Council with fees in December along with a report on updated revenue projections and a Tactical Operations Plan including marketing objectives.

**G. BOARDS AND COMMISSIONS.**

1. Boards and Commissions.
2. Reports.
3. Communication.

H. **ADJOURNMENT.**

**Moved By: Boorum**

**Seconded By: Ribich**

That the City Council Meeting be adjourned.

**Yes: 7**

**No: 0**

**Absent: 0**

**Council adjourned at 7:57 P. M.**

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**Ivan J. Ackerman, Mayor**

**Attest:**

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**Richard J. Crayne, City Administrator**