

Study Session Meeting Minutes –January 23, 2017  
Ivan “Ike” Ackerman Council Chambers

A Study Session Meeting of the Waverly City Council was held on January 23, 2017 at 7:00 P. M. at City Hall. Mayor Infelt presided and the following Council Members were present: Reznicek, Lampe, McKenzie, Gade, Sherer and Kangas. Absent: Waldstein

- A. Meeting was called to order by Mayor Infelt.
- B. Moved by Kangas, seconded by Gade to approve agenda as amended by removing Regular Business Item numbers three.  
**Motion passed. Yes: 6 No: 0 Absent: 1**
- C. Public Comments on Items Not on the Agenda.
- Mr. Magnall does not feel the sewer main was installed properly near his house during the Dry Run Creek Improvements Project. Staff informed Dick Magnall to come to City Hall and see the City Clerk, Carla Guyer in order to file a claim. Mr. Magnall voiced that what he is looking for is a meeting with the contractor, Peterson Contractors, Inc. Staff informed Mr. Magnall that he would need to contact P.C.I. directly if he needed a meeting with them.
  - Diana Blake gave to each ward of the City a book entitled 13 Ways to Kill Your Community. The Council members may pass them on to their successors as well.
- D. Study Session Calendar.
1. Review of FY 2016 City of Waverly Audit by Graham Forbes from Williams & Company.
    - Justin Jacobsma, also from Williams & Company reviewed the FY 2016 City of Waverly Audit in place of Graham Forbes. The financial management analysis and the way it compares this year to last year, Mr. Jacobsma pointed out the general fund in approximately \$2.6 Million. Unassigned fund balance is how many days of each year can be covered from this fund. It typically is around 90 to 120 days. The Enterprise Funds have \$826,000 remaining after operating expenses. There was one internal control finding (material weakness). The City spent over \$750,000 of federal grant money which resulted in a single audit conducted for fiscal year 2016. The 2015 T.I.F. decrease was likely due to the City only being able to request the amount it needs and that may have lowered the amounts shown. There were no red flags that were noticed as a result of the audit.
  2. Review the Biennial Subdivision Sidewalk Infill Program.
    - In September of 2013 City Council passed Resolution 13-80 requiring that any lot built upon, that has adjacent cubing and is within a subdivision that requires sidewalk, to complete the installation of that sidewalk. Council reviews the subdivision sidewalk infill program on a biennial timeline. As Council and Staff reviewed each subdivision map and weighed in on which lots needed to have their sidewalks completed, several items were also discussed such as: determining whether or not a sidewalk should be required if it essentially would lead to neighboring farmland; it probably needs to be taken into account for length of time a property has been deferred from the program and what the reasons were for deferral; is there walkability/connectivity within the subdivision; and if the property owner intends to sell the lot, build or infill the sidewalk. There was discussion on trying to pull together a uniform set of guidelines that would assist with consistent enforcement of this policy. A consistent list is difficult when you consider all the variables that go into deciding the outcome of each property. The sidewalks are important for pedestrian and even more important to those pedestrians with strollers or other special needs such as wheelchairs.

3. Discussion of Council Policies and Procedures

- Removed from agenda as amended.

E. Staff Comments

- There were none.

F. City Council Comments

- Councilmember Gade announced that he would unfortunately not be able to attend the Budget Work Study Session scheduled for Saturday, January 28.

G. Mayor's Comments

- There were none.

H. Moved by Kangas, seconded by Lampe to adjourn. Motion passed and Council meeting adjourned at 8:35 P.M.      **Yes: 6      No: 0      Absent: 1**