

# CITY OF WAVERLY

Administration Annual Report

Fiscal Year 2024 - 2025



June 30, 2025

Greetings:

The City of Waverly is a nonprofit local government entity providing essential operations and services to a citizen population of almost 10,500. 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 \$26 Million. Areas of service for FY 2025 included police, fire, ambulance, library, parks, golf course, swimming pool (under construction), cemetery, economic development, community development and zoning, finance, legal (outsourced), administration, and legislative. Other operations include engineering (outsourced), airport, streets, water and wastewater operations, sewer operations, solid waste collection, and recycling and yard waste.

The City of Waverly is still under an I.T. contract with RSPN, however, Corporate Technologies now owns them.

The City of Waverly was challenged with difficult budgeting decisions while preparing the budget for the upcoming 2025-2026 fiscal year. Although, with the employee cuts made in FY 2023-2024, staff was happy to not having to cut more staff positions in this fiscal year. The Municipal Swimming Pool remained closed for the summer of 2025 due to demolition of the old pool and construction of the new pool. The Bremer Avenue Bridge was closed the beginning of August, 2024 in order for the Iowa Department of Transportation to replace it. The bridge remained closed for the rest of the fiscal year.

CITY OF WAVERLY

James W. Bronner  
City Administrator

JWB/cdg



## Administration Department

James Bronner, City Administrator, and Carla Guyer, City Clerk provide support to Council, City Employees and City operations.

The Administrator's responsibility is to effectively direct and manage City government operations in accordance with the policies and directives of the City Council. This position advises the Council of community and operational needs and assist in the development of ordinances, policies and procedures.

The City Clerk provides support to City Council including record keeping, preparation of the meeting agendas and minutes, creation of ordinances and resolutions, etc.

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

City Council, Boards and Commissions and Staff accomplished great successes during fiscal year 2024-2025. 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.

Below are the Mayor and City Council members.



Mark Anderson began his role as mayor in January. His term is set to expire on January 2, 2026.



Jennifer Wolff began her role as Ward 2 City Council member. Her term is set to expire on January 2, 2028.



Brent Jones began his role as Ward 4 City Council member. His term is set to expire on January 2, 2028.



Julie Meyers transitioned from her role as Ward 2 Council member to a new role as one of two Council members At Large. Her term is set to expire on January 2, 2028.



Brian Birgen is the 1<sup>st</sup> Ward City Council member. His term is set to expire on January 2, 2026.



Rod Drenkow is the 3<sup>rd</sup> Ward City Council member. His term is set to expire on January 2, 2026.



Tim Kangas is the 5<sup>th</sup> Ward City Council member. His term is set to expire on January 2, 2026.



Ann Rathe is one of two At – Large Council members. Her term is set to expire on January 2, 2026.

## FY 2024-25 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. 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.

The City has experienced growth in housing, economic development, quality of life improvements, and infrastructure this fiscal year as shown in each categories below.

### ***Accomplishments***

- *Approval of liquor and tobacco permits*
- *Approval of Peddlers/Solicitors Permits*
- *Approval of Mobile Food Vendor Permits*
- *Approval of Special Event Permits*
- *Approval of Cash Disbursements*
- *City of Waverly Budget*
- *City of Waverly Audit*
- *Completion of FY Budget 2025 – 2026*
- *Budget Amendment for FY Budget 2024 - 2025*
- *Mayoral Appointments*
- *Proclamations*
- *Guest Council program continued*
- *Fire Chief Re-Appointment*
- *Council Liaisons to Board and Commissions – term renewals and replacements.*

## **Financial Matters**

- 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 fiscal year ended June 30, 2024. (Resolution 24-148; August 18, 2024)
- Approving Iowa Department of Transportation (IDOT) Change Order Number 1, approving IDOT Change Order Number 2, accepting the Rolling Prairie Trail Extension project as complete, and approving Pay Estimate Number 5 as the final payment to Lodge Construction, Inc. of Clarksville, Iowa. (Resolution 24-132; July 15, 2024)
- Calling a Special City Election on the Issuance of Not to Exceed \$5,475,000 General Obligation Bonds (Golf Clubhouse). (Resolution 24-135; August 5, 2024)
- Naming Depositories for the City of Waverly. (Resolution 24-136; August 5, 2024)
- Calling a Special City Election on the Issuance of Not to Exceed \$8,950,000 General Obligation Bonds (Pool). (Resolution 24-145; August 5, 2024)
- 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 fiscal year ended June 30, 2024. (Resolution 24-148; August 19, 2024)
- Approving a GASB 75 Actuarial Services Agreement with HUB International Great Plains of Omaha, Nebraska for the City of Waverly. (Resolution 24-149; August 19, 2024)
- Approving Change Order No. 4 from Huff Contracting and approving an Add Service Proposal No. 1 from Studio Melee for the Waverly Library Expansion and Renovation project. (Resolution 24-154; September 9, 2024)
- Updating the Capitalization Limits regarding Equipment and Projects for the City of Waverly, Iowa. (Resolution 24-155; September 9, 2024)
- Supporting the City of Waverly General Obligation Bond Referendum for the Swimming Pool. (Resolution 24-156; September 9, 2024)
- Supporting the City of Waverly General Obligation Bond Referendum for the Golf Clubhouse. (Resolution 24-157; September 9, 2024)
- Approving Change Order No. 6 from Mätt Construction of Sumner, Iowa for the Parks Maintenance Building Remodel Phase 2. (Resolution 24-174; October 7, 2024)
- Approving Change Order No. 1 from Mätt Construction of Sumner, Iowa for the All-Inclusive Playground at Cedar River Park. (Resolution 24-175; October 7, 2024)
- Approving the State of Iowa Fiscal Year 2024 Street Financial Report for the City of Waverly, Iowa. (Resolution 24-188; November 4, 2024)
- Authorizing the Redemption of Outstanding General Obligation Bonds, Series 2017A, of the City of Waverly, State of Iowa, Dated September 5, 2017, and Directing Notice Be Given. (Resolution 24-190; November 18, 2024)
- Authorizing the Redemption of Outstanding General Obligations Bonds, Series 2014A, of the City of Waverly, State of Iowa, Dated July 1, 2014, and Directing Notice Be Given. (Resolution 24-191; November 18, 2024)
- 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 and the West Waverly Urban Renewal Plan. (Resolution 24-192; November 18, 2024)
- Approving payment to the Bremer County Auditor for reimbursement of expenses incurred during the 2024 election process for General Obligation Bond Referendums. (Resolution 24-199; December 2, 2024)
- Setting Leisure Services Fees for 2025. (Resolution 24-210; December 16, 2024)
- Approving Change Order No. 5 from Huff Contracting for the Waverly Library Expansion and Renovation project. (Resolution 24-211; December 16, 2024)

- Amending Resolution 24-199, approving payment to Mail Services, LLC for expenses incurred during the 2024 election process for General Obligation Bond referendums. (Resolution 24-213; December 16, 2024)
- Approving both season tickets and daily fees for the Municipal Golf Course 2025 season. (Resolution 25-01; January 6, 2025)
- Approving Change Order No. 1 from Taylor Construction, Inc. for the Rolling Prairie Trail Bridge Replacements (Prairie Run, Slemmons Run, & Cemetery Run). (Resolution 25-05; January 20, 2025)
- Fixing Date for a Meeting on the Proposition of the Issuance of Not to Exceed \$600,000 General Obligation Bonds of the City of Waverly, State of Iowa (For General Corporate Purposes (GCP)), and Providing for Publication of Notice Thereof. (Resolution 25-21; February 17, 2025)
- Resolution Fixing Date for a Meeting on the Proposition of the Issuance of Not to Exceed \$700,000 General Obligation Bonds of the City of Waverly, State of Iowa (For Essential Corporate Purposes (ECP)), and Providing for Publication of Notice Thereof. (Resolution 25-22; February 17, 2025)
- Instituting Proceedings to Take Additional Action for the Issuance of Not to Exceed \$700,000 General Obligation Bonds (ECP) (Resolution 25-25; March 3, 2025)
- Instituting Proceedings to Take Additional Action for the Issuance of Not to Exceed \$600,000 General Obligation Bonds (GCP) (Resolution 25-26; March 3, 2025)
- Setting March 24, 2025 at 6:45 pm in the Council Chambers of City Hall as the date, time, and place for a public hearing on the proposed Budget Statement. (Resolution 25-28; March 3, 2025)
- Authorizing the Issuance of \$10,215,000 General Obligation Bonds, Series 2025A, and Levying a Tax for the Payment Thereof. (Resolution 25-32; March 3, 2025)
- Fixing Date for a Meeting on the Proposal to Reallocate Certain Unspent Proceeds of the General Obligation Bonds, Series 2023, of Waverly, Iowa, and Providing for Publication of Notice Thereof. (Resolution 25-33; March 3, 2025)
- Instituting Proceedings to Take additional Action and Approving the Reallocation of Certain Unspent Proceeds of the General Obligation Bonds, Series 2023, of the City of Waverly, Iowa. (Resolution 25-34; March 17, 2025)
- Authorizing the City of Waverly to contribute fund 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 2025-2026. (Resolution 25-43; April 7, 2025)
- Approving the Budget for Fiscal Year 2025-2026. (Resolution 25-44; April 7, 2025)
- Approving Change Order No. 1 from Steege Construction of Waverly, Iowa for the Waverly City Hall Wall Project. (Resolution 25-56; April 21, 2025)
- Directing the Advertisement for Sale of \$10,215,000 General Obligation Bonds, Series 2025A, and Approving Electric Bidding Procedures and Official Statement. (Resolution 25-63; April 21, 2025)
- Directing the Sale of \$10,215,000 (Subject to Adjustment per terms of Offering) General Obligation Bonds, Series 2025A. (Resolution 25-64; May 5, 2025)
- Approving an Audit Agreement with CliftonLarsonAllen, LLP (CLA) for auditing services for fiscal years 2025, 2026, and 2027. (Resolution 25-65; May 5, 2025)
- Approving Change Order No. 1 from Mätt Construction, Inc. for the Waverly Civic Center Limestone Columns Repair Project. (Resolution 25-68; May 5, 2025)
- Appointed UMB Bank, N.A. of UMB Bank, N.A., 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. (Resolution 25-76; May 19, 2025)
- Authorizing and Providing for the Issuance of \$10,215,000 General Obligation Bonds, Series 2025A, and Amending the Levy of Taxes to Pay Said Bonds; Approval of the Tax Exemption Certificate and Continuing Disclosure Certificate. (Resolution 25-77; May 19, 2025)

## ***Agreements***

- Approving and Iowa Department of Transportation Supplemental Agreement for Maintenance of Primary Roads in Municipalities. (Resolution 24-121; July 1, 2024)
- Approving FY24-25 Community Marketing Recommendations and Contract with AMPERAGE Marketing & Fundraising for Continuation of the Community Marketing Plan. (Resolution 24-123; July 15, 2024)
- Approving a three-year agreement for a text alert notification system from TextMyGov. (Resolution 24-131; July 15, 2024)
- Approving a Settlement Agreement and Release between Madison Klemesrud (Plaintiff), Crowne Point Investments, LLC (“Crown”, and the City of Waverly, Iowa (City) hereinafter collectively referred to as (Parties) for the consideration and mutual promises hereinafter state in the attached agreement. (Resolution 24-134; July 15, 2024)
- Approving a U.S. Geological Survey Central Midwest Water Science Center Standard Joint-Funding Agreement with the City of Waverly, Iowa. (Resolution 24-138; August 5, 2024)
- Approving the United States Department of Transportation Standard Title VI/Non-Discrimination Assurances and the Title VI/Non-Discrimination Agreement. (Resolution 24-163; September 9, 2024)
- Approving a Cable Access Channel Operation and Production Agreement with Wartburg College. (Resolution 24-165; September 9, 2024)
- Approving an Agreement with HRS of Waverly, Iowa which includes topographic survey, boundary survey and construction survey in the north central area of Harlington Cemetery and authorizes the Mayor to sign the contract. (Resolution 24-170; September 16, 2024)
- Approving a Tennis Facility Agreement between the City of Waverly and Wartburg College. (Resolution 24-172; September 16, 2024)
- Approving a Second Amendment to Option Tower and Ground Space Lease Agreement with USCOC of Greater Iowa, LLC (US Cellular). (Resolution 24-179; October 7, 2024)
- Approving a Development Agreement between the City of Waverly and TRC SpendThrift Trust Regarding 3000 5<sup>th</sup> Avenue NW, Waverly, Iowa including exception to Waverly Municipal Code Chapter 103, Subdivisions – Section 103.7.08(6) and 103.7.09(5). (Resolution 24-180; October 21, 2024)
- Approving an Ultimate Kronos Group (UKG) Contract for Affordable Care Act (ACA) Reporting for Human Resources. (Resolution 24-187; November 4, 2024)
- Approving contract between TeeSnap and the City of Waverly and authorizing Jordan David, Head Golf Professional to sign the contract. (Resolution 24-202; December 2, 2024)
- Declaring the Development Agreement and Minimum Assessment Agreement By and Between the City of Waverly, Iowa and 1859 Ventures, LLC Terminated in Their Entirety and Approving and Authorizing Execution, Deliver, and Recording of the Notice of Termination. (Resolution 24-205; December 16, 2024)
- Approving Lease Agreements between the City of Waverly, and William A. Lowe, the City of Waverly and James P. Janssen; and the City of Waverly and Lonnie L. Even for property adjacent to the Airport. (Resolution 24-206; December 16, 2024)
- Approving a 1-year annual license renewal fee from gWorks of Omaha, NE. (Resolution 24-207; December 16, 2024)
- Approving a Professional Services Agreement with WHKS & Co. for the 2025 vehicle and trail bridge inspections. (Resolution 25-03; January 6, 2025)

- Approving a Lease Agreement between the City of Waverly and Luke Schuldt to cut and bale grass at the Waverly Municipal Airport in 2025. (Resolution 25-18; February 17, 2025)
- Approving a 3-year Finance Software Agreement with Civic Systems of Madison, Wisconsin for a financial software system. (Resolution 25-20; March 3, 2025)
- Approving an Extension to the Bremer County Fair Lease Agreement to terminate on April 1, 2025. (Resolution 25-23; February 17, 2025)
- Approving a Lease Agreement between the City of Waverly and the Waverly Softball Association for Cedar River Park and authorizing the Mayor to sign the agreement. (Resolution 25-24; March 3, 2025)
- Approving a Cooperative Agreement Between the City of Waverly and Bremer County for Placement of Vehicle Registration Stops on Persons with City of Waverly Parking Tickets. (Resolution 25-29; March 3, 2025)
- Approving a Collection Services Agreement by and between Municipal Collections of America, Inc., (MCOA) an Illinois corporation, and the City of Waverly, an Iowa municipal corporation. (Resolution 25-31; March 3, 2025)
- Approving a Memorandum of Understanding (MOU) Regarding Road Maintenance with Bremer County, Iowa. (Resolution 25-48, April 7, 2025)
- Approving an Agreement with Herold-Reicks-Surveying of Waverly, Iowa to prepare a watermain easement along the western boundary of Lenore Estates (west end of Carstensen Drive). (Resolution 25-57; April 21, 2025)
- Approving a Professional Services Agreement Contract with Martin Gardner Architecture (MGA) for an assessment of the existing golf course clubhouse facility. (Resolution 25-62; April 21, 2025)
- Approving a Master Services Agreement with CliftonLarsonAllen, LLP for Professional Services regarding the City's Auditing Process. (Resolution 25-69; May 5, 2025)
- Approving a Statement of Work for Auditing Services under the Master Services Agreement with CliftonLarsonAllen, LLP. (Resolution 25-70; May 5, 2025)
- Approving Amending the FY 2025 Budget. (Resolution 25-71; May 19, 2025)
- Approving a Three-Year Service Agreement with Republic Services of Cedar Rapids, Iowa, for the Processing of Recycling Materials. (Resolution 25-78; May 19, 2025)
- Approving Amendment #1 to the Watersmith Engineering Proposal for the Eastgate Sanitary Sewer Lift Station Replacement. (Resolution 25-80; May 19, 2025)
- Approving the FY 25 – 26 Community Marketing Recommendations and Contract with AMPERAGE Marketing for Continuation of the Community Marketing Plan. (Resolution 25-87; June 16, 2025)
- Approving a Professional Services Agreement with Snyder & Associates for Hinds Addition Water & Sewer Extension Preliminary Design Project. (Resolution 25-89; June 16, 2025)

### ***Employee Matters***

- Awarding Bid to Phelps Uniform Specialists of Muscatine, Iowa for the City of Waverly Uniform Services. (Resolution 25-12; February 3, 2025)
- Approving an Amendment to the City of Waverly Employee Handbook Section 8-5 Sick Leave. (Resolution 25-35; March 17, 2025)
- Approving an Amendment to the City of Waverly Employee Handbook Section 7 Time Keeping & Compensation (Resolution 25-36; March 17, 2025)

## **New Initiatives**

- Directing the City Administrator to cause an engineering and traffic investigation to be made as required by Section 105.3.06 of the Waverly Municipal Code as a condition precedent to reduce the speed limit on 10<sup>th</sup> Avenue SW from the intersection with Highway 3 to the intersection with 4<sup>th</sup> Street SW. (Resolution 24-146; August 5, 2024)
- Confirming that it is the policy of the City Council that trucks and other commercial vehicles traveling through Waverly be encouraged and directed to use the 10<sup>th</sup> Avenue SW-Cedar River Parkway corridor as an alternative to using Highway 3 (Bremer Avenue). **DID NOT PASS** (Resolution 24-147; August 5, 2024)
- Awarding Bid to Phelps Uniform Specialists of Muscatine, Iowa for the City of Waverly Uniform Services. (Resolution 25-12; February 3, 2025)
- Approving purchase of First Home Park Playground Equipment and authorizing the Mayor to sign the quote from Play-Pro Recreation of Clive, Iowa. (Resolution 25-37; March 17, 2025)

## **Policies**

- Approving and Increase in Special Event Permit Fees. (Resolution 24-168; September 16, 2024)
- Approving two 15-minute parking spaces in four of the municipal parking lots located in the downtown area. (Resolution 24-193; November 18, 2024)
- Adopting the updated City of Waverly Zoning Map. (Resolution 24-195; November 18, 2024)
- Designating the Bremer County Independent/Waverly Democrat as the Official Legal Newspaper of the City for Calendar Year 2025. (Resolution 24-204; December 2, 2024)
- Setting Leisure Services Fees for 2025. (Resolution 24-210; December 16, 2024)
- Approving the Waverly Municipal Airport's Federal Aviation Administration 5-Year Capital Improvement Plan for Federal Fiscal Year 2026-2030. (Resolution 24-212; December 16, 2024)
- Amending the Harlington Cemetery Rules and Regulations and adopting an updated Foundation Permit Form. (Resolution 25-02; January 6, 2025)
- Adopting the Iowa Statewide Urban Design Standards for Public Improvements and the Iowa Statewide Urban Standard Specifications for Public Improvements Manuals (Resolution 25-47; April 7, 2025)

## **New Projects**

- Approving Plans, Specifications, Form of Contract and Estimated Costs for the Tailrace Wall Removal project. (Resolution 24-128; July 15, 2024)
- Awarding the Tailrace Wall Removal Project to Peterson Contractors, Inc. (Resolution 24-129; July 15, 2024)
- Approving a quote and purchase agreement for the Waverly Inflatable Dam Lighting from Musco Sports Lighting, LLC and approving an installation quote from Tatroe Electric, Inc. (Resolution 24-133; July 15, 2024)
- Approving an Agreement with Herold-Reicks-Surveying (HRS) of New Hampton, Iowa to survey the site located at 501 5<sup>th</sup> Avenue SW, Waverly, Iowa (Municipal Swimming Pool) and authorizing the Mayor to sign the contract. (Resolution 24-137; August 5, 2024)
- Approving Contract, Bonds, and Certificate of Insurance from Peterson Contractors, Inc. of Reinbeck, Iowa for the Tailrace Wall Removal Project. (Resolution 24-139; August 5, 2024)
- Approving an Agreement with Chosen Valley Testing, Inc. (CVT) to perform a geotechnical evaluation for the proposed aquatic center and authorizing the Mayor to sign the agreement. (Resolution 24-142; August 5, 2024)

- Setting a Bid Letting Date and Setting a Public Hearing for the Alley Reconstruction 2024 & Concrete Projects. (Resolution 24-143; August 5, 2024)
- Setting a Bid Letting Date and Setting a Public Hearing for the Fueling Station Project at the Public Services Facility. (Resolution 24-144; August 5, 2024)
- Approving Plans, Specifications, Form of Contract and Estimated Cost for the Alley Reconstruction 2024 & Concrete Projects. (Resolution 24-158; September 9, 2024)
- Awarding Contract for the Alley Reconstruction 2024 & Concrete Projects (Alternates A & B) to SCI Concrete, Inc. Waverly, Iowa. (Resolution 24-159; September 9, 2024)
- Approving the Plans, Specifications, Form of Contract, and Estimated Costs for the Fuel Station Project at the Public Services Facility. (Resolution 24-160; September 9, 2024)
- Awarding contract for the Fuel Station Project at the Public Services Facility to Dick's Petroleum of Tripoli, Iowa. (Resolution 24-161; September 9, 2024)
- Awarding the Citywide Asphalt Patching – Fall 2024 project to D&M Asphalt Services, Inc. of New Hampton, Iowa. (Resolution 24-162; September 9, 2024)
- Approving a Professional Services Contract with Martin Gardner Architecture (MGA) for Waverly Golf Course Clubhouse. (Resolution 24-164; September 9, 2024)
- Approving Contract, Bonds, and Certificate of Insurance from SCI Concrete, Inc. of Waverly, Iowa for the Alley Reconstruction 2024 and Concrete Projects and authorizing the Mayor to sign the contract. (Resolution 24-166; September 16, 2024)
- Approving Contract, Bonds, and Certificate of Insurance from Dick's Petroleum Co. of Tripoli, Iowa for the Fueling Station Project and authorizing the Mayor to sign the contract. (Resolution 24-167; September 16, 2024)
- Approving an Amendment to the Owner-Engineer Agreement between the City of Waverly, Iowa and JEO Consulting Group, Inc. of Wahoo, Nebraska for the Waverly Aquatic Center. (Resolution 24-173; September 16, 2024)
- Setting a Bid Letting Date and Setting a Public Hearing for the Rail Trail Bridge Replacements. (Resolution 24-176; October 7, 2024)
- Awarding the Public Services Center Material/Cold Storage Building – Wall Construction project. (Resolution 24-177; October 7, 2024)
- Approving a ClearSpan Agreement and Installation Agreement with the City of Waverly for the Material/Cold Storage Building at Public Services Center. (Resolution 24-178; October 7, 2024)
- Approving Contract, Bonds, and Certificate of Insurance, from Baker Enterprises, Inc. of Waverly, Iowa and authorizing the Mayor to sign the Contract for the Material/Cold Storage Building – Wall Construction Project at the Public Services Center. (Resolution 24-182; October 21, 2024)
- Approving Plans, Specification, Form of Contract and Estimated Cost for the Rolling Prairie Trail Bridge (Prairie Run, Slemmons Run & Cemetery Run) Replacements Project. (Resolution 24-184; November 4, 2024)
- Awarding the Rolling Prairie Trail Bridge (Prairie Run, Slemmons Run & Cemetery Run) Replacements Project. (Resolution 24-185; November 4, 2024)
- Approving Temporary Construction Easements for the (Prairie Run, Slemmons Run & Cemetery Run) Replacements 2024 Project. (Resolution 24-189; November 4, 2024)
- Approving a quote for purchase and installation of gates for the Fueling Station Project. (Resolution 24-194; November 18, 2024)
- Approving Contract, Bonds and Certificate of Insurance for the Rolling Prairie Trail Bridge Replacements (Prairie Run, Slemmons Run & Cemetery Run). (Resolution 24-196; November 18, 2024)

- Approving a Professional Services Agreement with WHKS & Co. for Construction Engineering Services for the Rolling Prairie Trail Bridge Replacements (Prairie Run, Slemmons Run & Cemetery Run). (Resolution 24-197; November 18, 2024)
- Approving a Design Service Contract with Slingshot Architecture, Inc. and Bolton & Menk, Inc. for the old Water Department Building located at 117 1<sup>st</sup> Street NE. (Resolution 24-198; November 18, 2024)
- Awarding the Waverly Municipal Gold Course Hole #2 Pond Lining and Reshaping Project to Chad Heim Excavating & Trucking, LLC. (Resolution 24-200; December 2, 2024)
- Approving Contract and Certificate of Insurance, from Chad Heim Excavating & Trucking, LLC. of Waverly, Iowa and authorizing the Mayor to sign the contract for the Waverly Municipal Golf Course Hole #2 Pond Lining and Reshaping Project. (Resolution 24-201; December 2, 2024)
- Approving an Agreement between the City of Waverly, Iowa and MSA Professional Services, Inc. of Cedar Rapids, Iowa for the Memorial Park Concept Plan Revision and Authorizing the Mayor to Sign the Agreement. (Resolution 25-08; February 3, 2025)
- Awarding City Hall Wall Project to Steege Construction, Inc. of Waverly, Iowa. (Resolution 25-09; February 3, 2025)
- Approving Contract, Bonds, and Certificate of Insurance for the Waverly City Hall Wall Project and Authorizing the Mayor to Sign the Contract. (Resolution 25-10; February 3, 2025)
- Setting a bid letting date and setting a public hearing to review the plans, specifications, and form of contract and estimated cost for the Bituminous Seal Coat Program 2025 project. (Resolution 25-16; February 17, 2025)
- Approving a proposal from Watersmith Engineering for engineering the replacement of Eastgate Lift Station. (Resolution 25-17; February 17, 2025)
- Approving Scope of Work for the Water Pollution Control Facility (WPCF) Sludge Storage Tank Maintenance and Down Payment to Great Plains Structures, LLC. (Resolution 25-19; February 17, 2025)
- Awarding the Waverly Civic Center Limestone Columns Repair Project to Mätt Construction of Sumner, Iowa. (Resolution 25-39; March 17, 2025)
- Awarding the Waverly Civic Center Flooring Replacement (Tiles) Project and Approving Contract and Certificate of Insurance and Authorizing the Mayor to Sign the Contract. (Resolution 25-40; March 17, 2025)
- Approving a Proposal from Short Elliott Hendrickson, Inc. to begin engineering and surveying of the 39<sup>th</sup> Street NE Paving Project. (Resolution 25-41; March 17, 2025)
- Approving Plans, Specifications, Form of Contract and total Estimated Cost for the Bituminous Seal Coat Program 2025 project. (Resolution 25-42; April 7, 2025)
- Awarding Contract for Bituminous Seal Coat Program 2025. (Resolution 25-45; April 7, 2025)
- Awarding the Library Concrete Project to Huff Contracting of Waterloo, Iowa and Approving Contract and Authorizing the Mayor to sign the contract. (Resolution 25-49; April 7, 2025)
- Approving a Proposal and Standard Fee Schedule for HRS Surveying for the site survey for the Alley Reconstruction 2025. (Resolution 25-50; April 7, 2025)
- Awarding the citywide Asphalt Patchiong – Spring 2025. (Resolution 25-59; April 21, 2025)
- Approving quote from All Star Construction of Clarksville, Iowa to replace the roof of the Water Pollution Control Facility (WPCF) and the Crestwood Avenue Lift Station. (Resolution 25-66; May 5, 2025)
- Setting a bid letting date and setting a public hearing to review the plans, specifications, and form of contract and estimated cost for the Waverly Aquatic Center. (Resolution 25-67; May 5, 2025)
- Approving Plans, Specifications, Form of Contract and total Estimated Cost for the Waverly Aquatic Center project. (Resolution 25-81; June 2, 2025)
- Awarding Contract for the Waverly Aquatic Center project. (Resolution 25-82; June 2, 2025)

- Approving Contract, Bonds, and Certificate of Insurance for the Waverly Aquatic Center Project and Authorizing the Mayor to Sign the Contract. (Resolution 25-83; June 2, 2025)
- Setting a Bid Letting Date and Setting a Public Hearing for the Alley Reconstruction 2025 Projects. (Resolution 25-91; June 16, 2025)

### ***Completed Projects***

- Accepting the Construct Taxiway Connector project as complete, approving Change Order No. 2, approving final pay application from Wicks Construction, and approving invoice no. 152574 from McClure Engineering as the final payments. (Resolution 24-122; July 1, 2024)
- Accepting the Harling Cemetery Monument Restoration Project Phase #6 as complete and approving final pay request. (Resolution 24-127; July 15, 2024)
- Approving Change Order No. 1, accepting the Bituminous Seal Coat Program 2024 as complete, approving Pay Application No. 1, and approving Pay Application No. 2 as the final payment to Blacktop Service, Co. of Humboldt, Iowa. (Resolution 24-140; August 5, 2024)
- Accepting Dedication of Public Improvements at the Bremer County Fairgrounds. (Resolution 24-169; September 16, 2024)
- Accepting the Asphalt Patching – Fall 2024 as complete and Approving Pay Estimate No.1 to D & M Asphalt Services of New Hampton, Iowa. (Resolution 24-183; October 21, 2024)
- Accepting the Alley Reconstruction 2024 & Concrete Projects as complete and Approving Pay Estimate No.1 and Pay Estimate No. 2 as the final payment to SCI Concrete, Inc. of Waverly, Iowa. (Resolution 24-186; November 4, 2024)
- Accepting the Material/Cold Storage Building at the Public Services Center – Wall Construction as Complete & Approving Pay Applications 2 & 3-Final. (Resolution 24-203; December 2, 2024)
- Approving Change Order No. 7, Change Order No. 8, and Final Pay Request No. 7 from Mätt Construction, Inc. of Sumner, Iowa and accept the Parks Maintenance Building Remodel – Phase 2 as complete. (Resolution 24-208; December 16, 2024)
- Approving Pay Request No. 2 as the final pay request from Mätt Construction of Sumner, Iowa and accept All-Inclusive Playground Bid Package No. 1 as complete. (Resolution 24-209; December 16, 2024)
- Accepting the Public Services Fueling Station Project – Gate Installation as complete and approving payment as the final payment. (Resolution 25-04; January 6, 2025)
- Accepting Partial Public Improvements for Stone Lane in the Stone Meadows Subdivision. (Resolution 25-12; February 3, 2025)
- Accepting the Waverly Municipal Golf Course Hole #2 Pond Lining and Reshaping project as complete and approving final payment less \$1,100 to ensure seeding is successful. (Resolution 25-15; February 17, 2025)
- Accepting the Fueling Station Project as complete and approving Invoice 38972 as final payment in the amount of \$279,918.53 to Dick's Petroleum Co. of Tripoli, Iowa. (Resolution 25-27; March 3, 2025)
- Accepting the Waverly Public Library Addition & Renovation project as complete and approving final payment to Huff Contracting of Waterloo, Iowa. (Resolution 25-38; March 17, 2025)
- Accepting the Material/Cold Storage Building Project as complete and approving invoice to Tatroe Electric, Inc. of Waverly, Inc. (Resolution 25-52; April 7, 2025)
- Accepting the Bid Package #2 for the All-Inclusive Playground as complete and approving final payment in the amount of \$2,210.71 to SofSurfaces. (Resolution 25-73; May 19, 2025)

- Accepting the City Hall Walls Project as Complete and Approving Final Payment to Steege Construction. (Resolution 25-74; May 19, 2025)
- Accepting the Asphalt Patching – Spring 2025 project as complete and approving Pay Estimate No. 1 in the amount of \$24,767.28 as the final payment to Kluesner Construction, Inc. of Farley, Iowa. (Resolution 25-75; May 19, 2025)
- Accepting the Civic Center Flooring Project as Complete and Approving Final Payment to B & J Flooring. (Resolution 25-85; June 2, 2025)
- Accepting Dedication of Public Improvements (sewer, water, and storm sewer infrastructure) and Two Declarations of Easements for Carstensen Drive in the Lenore Estates Addition. (Resolution 25-86; June 2, 2025)
- Accepting the Waverly Municipal Golf Course Hole #2 Pond Lining and Reshaping project as complete and approving final payment. (Resolution 25-88; June 16, 2025)

### ***On-going Projects, Studies and Activities***

- Approving and Authorizing Execution of a Second Amendment to the Agreement for Private Development by and Between the City of Waverly, Iowa and Movie Guys, LLC. (Resolution 25-13; February 17, 2025)

### ***Real Estate ~ Zoning/Rezoning/Plat of Survey***

- Approving a Plat of Survey for Parcel ZZ, Parcel AB, Parcel AC, and Parcel AD located at 1901\_1903 and 1951\_1953 3<sup>rd</sup> Street SW, Waverly, Iowa. (Resolution 24-119; July 1, 2024)
- Approving a Plat of Survey for Parcel I located within Parcel ID 0533300017 of Waverly, Iowa. (Resolution 24-120; July 1, 2024)
- Approving a Plat of Survey for Parcel EE at 1410 Round Horn Street, Waverly, Iowa. (Resolution 24-125; July 15, 2024)
- Approving a Plat of Survey for Parcel PP located at 809 4<sup>th</sup> Street SE, Waverly, Iowa. (Resolution 24-126; July 15, 2024)
- Approving a Plat of Survey for Parcel RR and Parcel SS located at 413 3<sup>rd</sup> Avenue NE and 411 3<sup>rd</sup> Avenue NE, Waverly, Iowa. (Resolution 24-150; August 19, 2024)
- Approving a Plat of Survey for Parcel NN and Parcel OO located at 725 & 729 2<sup>nd</sup> Avenue NE, Waverly, Iowa. (Resolution 24-151; August 19, 2024)
- Approving a Plat of Survey for Parcel QQ located at 218 2<sup>nd</sup> Street SE, Waverly, Iowa. (Resolution 24-152; August 19, 2024)
- Approving a Plat of Survey Creating Parcel GG and Parcel HH located at 220 & 222 9<sup>th</sup> Street SW, Waverly, Iowa. (Resolution 24-153; August 19, 2024)
- Approving a Plat of Survey creating Parcel II located at 1020 4<sup>th</sup> Street SW, Waverly, Iowa. (Resolution 24-181; October 21, 2024)
- Adopting the updated City of Waverly Zoning Map. (Resolution 24-195; November 18, 2024)
- Approving a Plat of Survey for Parcel XX and Parcel YY located at 2419 East Bremer Avenue, Waverly, Iowa. (Resolution 25-14; February 17, 2025)
- Approving a Plat of Survey for Parcel ZZ located at 2203 East Bremer Avenue, Waverly, Iowa. (Resolution 25-55; April 21, 2025)
- Approving a Plat of Survey for Parcel K, located at 401 Maple Avenue, Waverly, Iowa. (Resolution 25-79; May 19, 2025)

- Amending the Zoning Ordinance of the City of Waverly, Iowa, Providing for Rezoning of Parcel ID 1007101027 from R-1 Residential District and R-4 Residential District to R-2 Residential District.  
(Ordinance 1166; Passed May 19, 2025; Published May 27, 2025)

### ***Real Estate ~ Deeds (Coveyance)or Vacations***

- Accepting Deed without Warranty from the Waverly-Shell Rock Community School District.  
(Resolution 24-171; September 16, 2024)
- Setting the Date for a Public Hearing on a Proposal to Convey Interests in Real Property to Prime Development Properties, LLC.  
(Resolution 25-46; April 7, 2025)
- Approving and Authorizing the Conveyance of Real Property to Prime Development Properties, L.L.C.  
(Resolution 25-54; April 21, 2025)
- Fixing Date for a Public Hearing on the Proposed Vacation of Right-of-Way Located Adjacent to the Intersection of 16<sup>th</sup> Avenue SW and 8<sup>th</sup> Street SW.  
(Resolution 25-84; June 2, 2025)

### ***Real Estate ~ Easements***

- Approving a Private Water Service Pipe and Sanitary Sewer Easement to TRC Spendthrift Trust.  
(Resolution 25-06; January 20, 2025)
- Approving a proposal from HRS Surveying of Waverly, Iowa to prepare a watermain easement along the western boundary of Lenore Estates (west end of Carstensen Drive).  
(Resolution 25-58; April 21, 2025)

### ***Economic Development***

- Resolution of Support and Commitment of Local Matching Funds for Workforce Housing Tax Credit Application for Waverly Medical Park, LLC, for an 18-Lot Residential Development in the Stone Meadows Addition.  
(Resolution 25-72; May 19, 2025)

### ***Sale or Purchase of Equipment***

- Approving Purchase of five Air-Pak X3 Pro SCBA's (Self-Contained Breathing Apparatus) for the Waverly Volunteer Fire Department.  
(Resolution 24-124; July 15, 2024)
- Approving purchase of a Konica C300i Color Multi-Function Printer and Service Agreements for this copier and an additional service agreement for copier to be relocated to the Water Pollution Control Facility.  
(Resolution 24-130; July 15, 2024)
- Approving the sale of a 2013 Ford F250 4X4 utility truck.  
(Resolution 24-141; August 5, 2024)
- Approving Proposals for Well 8 Programmable Logic Controller (PLC) Upgrade and Authorizing the Public Works Director to sign the proposals.  
(Resolution 25-51; April 7, 2025)
- Approving the budget purchase of a Dual Cart Windrunner from EZLiner of Orange City, Iowa.  
(Resolution 25-53; April 7, 2025)
- Approving Purchase of a 2026 Freightliner 108SD Tandem Axle Cab and Chassis with Hook Lift, front-mounted wing, front plow and hydraulics from Don's Truck Sales, Inc. of Fairbank, Iowa.  
(Resolution 25-60; April 21, 2025)

## **Special Events**

- *Concerts in Kohlmann*
- *Bremer County Fair*
- *Heritage Days*
- *Ridiculous Days*
- *Oktoberfest*
- *Trick or Treat on Main*
- *Christmas on Main*
- *Waverly Senior Center Events*
- *Waverly Human Equity & Diversity Commission – Sunset PRIDE Float on the Cedar River*

## **Code Changes.**

- Amending the Zoning Ordinance of the City of Waverly, Iowa, Providing for Rezoning of 1901/1903 and 1951/1953 3rd Street SW from R-3 Residential District to R-2 Residential District and Amending the Waverly Zoning Map as Provided by this Ordinance.  
(Ordinance 1146; Passed July 1, 2024; Published July 9, 2024)
- **Ordinance 1147 – Did Not Pass.**  
(60) **West Bremer Avenue – No parking on the south side of West Bremer Avenue from 21<sup>st</sup> Street NW to 23<sup>rd</sup> Street NW.**
- Amending the Zoning Ordinance of the City of Waverly, Iowa, Providing for Rezoning of 725\_729 2nd Avenue NE from R-1 Residential District to R-2 Residential District and Amending the Waverly Zoning Map as Provided by this Ordinance. (Ordinance 1148; Passed July 1, 2024; Published July 9, 2024)
- Amending the Zoning Ordinance of the City of Waverly, Iowa, Providing for Rezoning of Parcel I, currently a part of Parcel ID 0533300017, from A-1 Agricultural District to M-1 Light Industrial District and Amending the Waverly Zoning Map as Provided by this Ordinance.  
(Ordinance 1149; Passed July 1, 2024; Published July 9, 2024)
- Amending Section 105.4.10 of Chapter 105 of the Waverly Municipal Code of Ordinances.  
(Ordinance 1150; Passed July 15, 2024; Published July 23, 2024)
- Amending Chapter 100, Sections 100.21.09 Special Provisional Uses, 100.5 A-1 Agricultural District, 100.6, 100.06 R-1 Residential District, 100.6A Residential District, 100.7 R-2 Residential District, 100.8 R-3 Residential District, 100.9 R-4 Residential District, 100.12 C-1 Neighborhood Commercial District, 100.13 C-2 Commercial District, 100.16 M-2 Heavy Industrial District, 100.18 U-1 Environmentally Sensitive Protected District. (Ordinance 1151; Passed August 19, 2024; Published August 27, 2024)
- Amending Chapter 61, Section 61.04 Application for a Special Event Permit; 61.06 Coordination of Application, 61.08 Indemnity / Insurance Requirement; 61.14 Appeals and the Special Event Permit Application of the Waverly Municipal Code.  
(Ordinance 1152; Passed September 16, 2024; Published September 24, 2024)
- Amending Chapter 53, Section 53.2 License Required, 53.3 License Application, 53.4 License Issuance, 53.5 Application Fees, 53.6 License Bond, 53.7 Duplicate and Individual Licenses, When Required, 53.8 License Display, 53.9 Exemptions, 53.10 Denial or Revocation of License Procedure, and 53.13 Mobile Food Vendors and Peddlers, Solicitors, Transient Merchant Permit Application, and the Mobile Food Vendor Application of the Waverly Municipal Code.  
(Ordinance 1153; Passed September 16, 2024; Published September 24, 2024)
- Amending Chapter 103 Subdivisions, Sections 103.7.08 (Water Distribution) and 103.7.9 (Sanitary Sewer Disposal) of the Waverly Municipal Code.  
(Ordinance 1154; Passed September 16, 2024; Published September 24, 2024)

- Amending Section 105.4.10 of Chapter 105 of the Waverly Municipal Code of Ordinances.  
(Ordinance 1155; Passed October 21, 2024; Published October 29, 2024)
- Amending Chapter 53 Peddlers, Solicitors, Transient Merchants, and Mobile Food Vendors, Section 53.13 Mobile Food Vendor of the Waverly Municipal Code of Ordinances.  
(Ordinance 1156; Passed November 4, 2024; Published November 12, 2024)
- Amending Nunc Pro Tunc Ordinance No. 1139 which amended Ordinance Nos. 569,585,609,638,664, 733, 791, 853, 866, 892, 931, 736, 932, 978, 1025, 1053, 1060, 1066, 1080 and 1137 and providing that General Property Taxes shall no longer be divided on certain property located within the Waverly Unified Urban Renewal Area, in the City of Waverly, County of Bremer, State of Iowa (Removing Nontaxable Property from Division of Revenue).  
(Ordinance 1139-A; Passed November 4, 2024; Published November 12, 2024)
- Amending Sections 69.3, 69.5, and 69.6 of Chapter 69 – Solid Waste of the Waverly Municipal Code of Ordinances.  
(Ordinance 1157; Passed December 2, 2024; Published December 12, 2024)
- Adopting the “City Code of the City of Waverly, Iowa”  
(Ordinance 1158; Passed December 16, 2024; Published December 23, 2024)
- Amending the Waverly Municipal Code of Ordinances of the City of Waverly, Iowa by repealing Chapter 100, Section 100.21.07(2), thereof entitled Providing for Yard Requirements – Exceptions.  
(Ordinance 1159; Passed December 16, 2024; Published December 23, 2024)
- Amending Sewer Rates, Charges, and Minimum Rate  
(Ordinance 1160; Passed March 3, 2025; Published March 11, 2025)
- Amending the Water Rates and Minimum Charges for Water Usage  
(Ordinance 1161; Passed March 3, 2025; Published March 11, 2025)
- Amending Solid Waste Rates, Charges, and Minimum Rates for Fiscal Years 2025-26 and 2026-27.  
(Ordinance 1162; Passed March 3, 2025; Published March 11, 2025)
- Amending Section 105.4.11 – Parking Fines of Chapter 105 of the Waverly Municipal Code of Ordinances.  
(Ordinance 1163; Passed April 21, 2025; Published April 29, 2025)
- Amending the Municipal Code of Ordinances for the 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.  
(Ordinance 1165; Passed May 19, 2025; Published May 27, 2025)
- Amending the Zoning Ordinance of the City of Waverly, Iowa, Providing for Rezoning of Parcel ID 1007101027 from R-1 Residential District and R-4 Residential District to R-2 Residential District.  
(Ordinance 1166; Passed May 19, 2025; Published May 27, 2025)
- Amending the Municipal Code of Ordinances of the City of Waverly, Iowa, by repealing Waverly’s Zoning Code Section 100.4.06 – Accessory Building and Breezeway Requirements and replacing it with a new Section 100.4.06 in lieu thereof.(Ordinance 1167; Passed May 19, 2025; Published May 27, 2025)
- Suspending the Provisions of Iowa Code Section 400.11(1)(a), Civil Service List for 1 year.  
(Resolution 25-90; June 16, 2025)

The City of Waverly continues to strive to provide their employees with 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.