

City of Waverly
Department of Public Works
Annual Report
Fiscal Year 2024–25



2025 Annual Report – Public Works Department

This annual report outlines key developments and accomplishments from fiscal year 2025 across the ten divisions of the Public Works Department. Each division plays a vital role in maintaining and improving the City's infrastructure and services. The following pages provide only a small glimpse of the everyday operations and accomplishments this year.

Public Works Divisions

1. Public Works Administration
2. General Infrastructure Maintenance
3. Equipment Services
4. Streets
5. Water
6. Water Pollution Control
7. Storm and Sanitary Sewer Maintenance
8. Solid Waste and Recycling
9. Inspections and Code Enforcement
10. Waverly Municipal Airport

Division 1 – Public Works Administration

Public Works Administration oversees the budgeting and operational management of the department and serves as the central coordination hub for a wide range of municipal services. These include equipment maintenance, streets, alleys, parking lots, water, sewer, stormwater systems, refuse collection, yard waste, and recycling.

The division responds daily to inquiries and requests submitted via phone, email, text, the City website, and in-person visits. In 2025, more than 3,650 service requests were generated and distributed across Public Works divisions. Examples include dumpster rentals, garbage cart exchanges, pothole repairs, traffic signal and signage issues, hose bib and hydrant meter rentals, water usage inquiries, sewer backups, mulch and compost deliveries, vegetation management, and blocked storm drains.

Resident communication is facilitated through newsletters, social media, local news outlets, phone calls, text alerts, and radio announcements. These platforms are used to provide timely updates on water leaks, road closures, holiday schedules, and special events. New residents receive informational materials on garbage and recycling services when establishing utility accounts at Waverly Utilities. The Public Works section of the City's website remains a vital resource for Waverly citizens.

In July 2024, the City launched TextMyGov, a smart messaging platform that enables real-time, targeted communication and allows residents to access information or submit inquiries via text message 24/7.

One key administrative project began in late 2023 with the planning for a new cold storage facility. By spring 2025, construction of a 60' x 80' building was completed. The facility now houses sand, garbage carts, and other essential materials for the Public Works Department.

Division 2 – General Infrastructure Maintenance

The General Infrastructure Maintenance Division is responsible for the inspection and upkeep of key city infrastructure, including the dam and trail bridges. In addition to physical maintenance, the division provides funding for essential services such as the U.S. Geological Survey's Cedar River Gage at the Adams Parkway Bridge, citywide street lighting, entrance signage, and traffic signal systems.

This year, the division completed the inspection and re-torquing of the submerged mounting clamp nuts on the inflatable dam—a critical maintenance task performed periodically to ensure the dam remains in optimal working condition.

Division 3 – Equipment Services

The Equipment Services Division, staffed by two full-time mechanics, is responsible for the maintenance, repair, and replacement of over 380 pieces of equipment utilized across all City of Waverly departments—including the Ambulance and Fire Departments. They also service 40 pieces of equipment for Waverly Utilities. This division plays a vital role in ensuring the reliability and efficiency of city operations by keeping essential equipment in peak working condition.

Core responsibilities include equipment repair and preventive maintenance, parts procurement and inventory management, oversight of the city's fueling station, welding and fabrication services, and tracking and reporting of work orders. The division also prepares bid specifications and documentation for the acquisition of new vehicles and equipment and manages the sale of surplus assets.

Following extensive planning, a centralized fueling station was installed to serve all city divisions and the Ambulance Department. The new fuel tanks became fully operational by the end of February 2025. Early results have shown significant cost savings on fuel. The Equipment Services Division oversees the operation and maintenance of this station.

To support strategic planning and budgeting, the division maintains a five-year equipment replacement forecast, which guides timely and cost-effective upgrades. The procurement process for new vehicles and equipment typically begins several months to over a year prior to delivery. Notable acquisitions during Fiscal Year 2025 included a 2025 Freightliner Dump Truck for the Street Division, a 2023 Chevrolet Silverado 2500HD for the Water Division, a 2025 Freightliner Jet/Vac Machine for the Sewer Line Maintenance Division, a generator for the Public Services building, a towable generator for the Water Division, and four 2025 Ford Interceptor Utility SUVs for the Police Department.

All newly acquired equipment and vehicles are processed through the Equipment Services shop prior to deployment. This includes integration into the fleet management system and the application of vehicle identification decals and City branding.

Division 4 – Streets

The Streets Division is responsible for maintaining approximately 70 miles of primary streets, 10 miles of gravel roads and alleys, and numerous municipally owned parking lots. Additionally, the division supports 7 miles of state roads within Waverly. Operations are carried out by a team of seven full-time equipment operators.

Maintenance activities include asphalt patching, seal coating, street sweeping, leaf vacuuming, sign maintenance, snow removal, aggregate shoulder and alley grading, pavement marking, intake repairs, manhole adjustments, tree management, rail trail maintenance, and vegetation control.

The division also provides essential support for community events such as Heritage Days, Oktoberfest, Wartburg Homecoming, and Christmas on Main. This includes the placement of barricades and cones, street sweeping, and installation of temporary signage to ensure safe and efficient event operations.

Weather conditions frequently influence daily assignments. Thunderstorms, blizzards, tornadoes, high winds, and snow events often require rapid response and early morning mobilization to maintain public safety and accessibility.

During winter months, snow and ice control becomes the division's priority. Additional winter work includes tree maintenance and pruning, which helps mitigate storm-related hazards and supports long-term vegetation health. Due to a mild winter and the carryover of salt from FY24, the City purchased only 448 tons of rock salt—a reduction of 85 tons from last year and 357 tons less compared to FY21.

In 2025, the Streets Division completed 308 service requests, addressing issues such as pothole repairs, downed trees, vegetation concerns, street sign and signal maintenance, leaf collection, alley restoration, snow and ice response, and event support.

Division 5 – Water

The Water Division is responsible for monitoring water quality, maintaining valves and hydrants, and repairing water main leaks. This division is staffed by four full-time operators.

In accordance with the Lead and Copper Rule Revisions (LCRR) issued by the Department of Natural Resources (DNR) and the Environmental Protection Agency (EPA), the division continues to actively update and maintain a comprehensive inventory of water service lines. To date, 1,567 properties have submitted information regarding their service line materials. Of those reported, fewer than 8% have been identified as galvanized, and no lead service lines have been reported.

This year, routine water testing identified elevated levels of PFAS (per- and polyfluoroalkyl substances) in one of the wells supplying drinking water. PFAS are synthetic chemicals commonly used in industrial and consumer products, known for their persistence in the environment and the human body. Upon detection, the division promptly began working with the Iowa DNR to address the issue. Actions taken include additional sampling, enhanced reporting, and planning for long-term mitigation strategies.

The Water and Sewer Line Maintenance Divisions responded to 1,315 Iowa One-Call locate requests for water mains, sanitary sewers, and storm sewers. Additionally, 652 service requests were issued and completed, addressing concerns such as high water usage, leak alerts, pooling water, sinkholes, water meter issues, the FOG (Fats, Oils, and Grease) program, and water pressure.

On average, 990,166 gallons of water were pumped daily, with 79% accounted for through customer billing and unmetered usage. Unmetered usage is the estimated gallons used for hydrant flushing, watermain flushing, sewer jetting, street sweeping, water leaks and fire department use. A targeted leak detection program has contributed to reducing unaccounted water by identifying and addressing specific repair needs.

Division 6 – Water Pollution Control

The Water Pollution Control Division is responsible for operating and maintaining the City of Waverly's wastewater treatment infrastructure, which includes the main treatment plant, the primary lift station, and nine smaller lift stations. The division also oversees the testing and monitoring of industrial discharges and manages the disposal of biosolids in accordance with regulatory requirements.

Operations are governed by permits issued by state and federal agencies, including the Iowa Department of Natural Resources (DNR) and the Environmental Protection Agency (EPA). In fiscal year 2025, the division treated an average of 1,203,000 gallons of wastewater per day. Of this, 24,337,000 gallons of treated water were repurposed this year for irrigation at the Waverly Municipal Golf Course, supporting sustainable water reuse practices.

The division continues to optimize its processes to meet evolving regulatory standards, including those outlined in the DNR's Nutrient Reduction Strategy. Current projects include chemical additions to the activated sludge process for nutrient reduction and planning for replacement of the Eastgate Lift Station. Planned future initiatives involve expanding SCADA communication to smaller lift stations, upgrading the UV disinfection system for improved efficiency, and modifying the main lift station's screening, hoist, and access systems.

Key challenges include limited biosolids storage capacity due to increased production from the oxidation ditch and anticipated regulations related to PFAS, which may impact both treated effluent and biosolids management.

The division's operations are carried out by a dedicated team of four full-time operators, whose expertise ensures the continued reliability and efficiency of Waverly's wastewater treatment system.

Division 7 – Storm and Sanitary Sewer Line Maintenance

The Storm and Sanitary Sewer Line Maintenance Division is staffed by two full-time employees who are responsible for maintaining, cleaning, and televising the City's sanitary and storm sewer lines. Their duties also include sewer main repairs, drainage way cleaning, and enforcement of the City's Fats, Oils, and Grease (FOG) Program. Additionally, the division provides support for including Water, Streets, and Water Pollution Control.

To proactively manage the sewer system and reduce the risk of backups, the division follows a five-year cleaning schedule. In fiscal year 2025, approximately 65,239 feet of sanitary sewer mains were cleaned, and 7,551 feet were televised out of the City's total 343,825 feet of sewer mains.

Recent updates to the FOG Program have expanded the division's responsibilities. Staff work closely with commercial food establishments to ensure compliance with City Code, including inspecting grease interceptors and verifying eligibility for permitted status. Permitted establishments are reinspected annually to ensure compliance.

Planned future projects include updating GIS mapping for sanitary and storm sewer systems, focusing on repairs in the Eastgate and Monaghan subdivisions, maintaining the five-year cleaning schedule, and continuing grease interceptor inspections under the FOG Program.

Key areas of concern include infiltration and inflow issues that may require integration into larger capital projects, tree root intrusion in sanitary sewer lines, and aging or undersized storm sewer infrastructure—particularly along 3rd Avenue SW, 2nd Avenue SW, and other river outfalls. The Eastgate and Monaghan subdivisions also remain priority areas for sewer main improvements.

Division 8 – Solid Waste and Recycling

The Solid Waste and Recycling Division is responsible for managing the City of Waverly's residential and commercial refuse collection, curbside recycling, and cardboard pickup services. Core operations include daily garbage collection, bi-weekly curbside recycling, and a weekly cardboard route. These routes are regularly reviewed and adjusted to ensure efficient and reliable service. In addition to routine operations, the division provides seasonal services such as spring and fall yard waste collection, bulky item pickup week, and holiday tree collection.

Residential customers choose from 35-, 65-, or 95-gallon garbage carts, while commercial customers have the option of carts or dumpsters. Recycling carts and cardboard dumpsters are available as optional services. Currently, the division services over 4,400 residential garbage carts, more than 2,400 recycling carts, and approximately 350 commercial dumpsters.

In fiscal year 2025, the division completed 1,951 service requests. These included container repairs and replacements, special pickups, yard waste collection, mulch and compost deliveries, cart change requests, and temporary dumpster rentals. Temporary dumpsters are available in three sizes for 30-day rental periods, with service available up to five times per week. During FY25, 195 dumpsters were rented, resulting in 535 service trips.

All solid waste collected is transported to the Black Hawk County Landfill, which charged a disposal rate of \$43.00 per ton for FY25. Commingled recycling and cardboard are delivered to

Republic Services in Cedar Falls for recycling. Republic Services rates vary monthly according to the market. Last year's Republic Services average rate paid per ton was \$29.00.

The Yard Waste Site operates seasonally from late March through late November. It is open Monday through Friday from 7:00 a.m. to 5:30 p.m. and on Saturdays from 8:00 a.m. to 4:00 p.m. It is staffed by four part-time employees. The site accepts leaves, grass clippings, garden waste, trees, and branches at no charge. Bulky items such as furniture, appliances, tires, and carpeting are accepted for a fee. Organic waste collected at the site is processed into compost and wood mulch, which are available for free pickup or can be delivered for a fee. In FY25, the division completed 51 compost and 63 mulch deliveries. A key operational goal is to maintain a net-zero gain of compost and mulch at the end of each season. Nearly 20,000 vehicles passed through the gates to the yard waste site this year to take advantage of what it offers.

The Recycling Center, which is also part of the division, is open Monday through Friday from 7:00 a.m. to 5:30 p.m. and Saturday from 8:00 a.m. to 4:00 p.m. It is staffed by four part-time employees and remains a popular resource for residents, with 35,260 vehicle visits recorded in FY25. Accepted materials include glass, Styrofoam, used motor oil, office paper, magazines, newspapers, soft-covered books, plastic containers, and steel and tin cans. Used motor oil is recycled through Rite Environmental, while Styrofoam and glass are transported to the Cedar Falls Transfer Station. All other recyclables are sorted by residents upon drop-off and then loaded by staff members into trailers that are serviced by Republic Services.

Division 9 – Inspections and Code Enforcement

Established in January 2024, the Inspections and Code Enforcement Division plays a critical role in overseeing infrastructure-related permits and ensuring compliance with municipal standards. This division is responsible for conducting inspections associated with water, sewer, and excavation permits, as well as curb, gutter, and driveway permits. In addition to permit-related inspections, the division monitors city-led infrastructure projects, including bituminous seal coating, asphalt patching, and alley reconstruction, ensuring that all work meets required specifications and quality standards.

Inspection officers within the division also provide support to the Zoning Administration and the Code Enforcement Office by documenting onsite visits and contributing to enforcement efforts. The division is staffed by two full-time employees who manage the inspection workload and collaborate across departments to maintain regulatory compliance and accurate reporting.

During fiscal year 2025, the division issued 100 Water/Sewer/Excavation Permits. Each of these projects required both pre-work inspections and final inspections prior to backfilling. All inspection data and project details were recorded in the City's Geographic Information System (GIS), providing a reliable reference for future infrastructure planning and maintenance.

Looking ahead, the division is preparing to update the recently adopted City's supplement to the Statewide Urban Design and Specifications (SUDAS) to align Waverly's infrastructure standards with statewide best practices.

Division 10 – Waverly Municipal Airport

The Waverly Municipal Airport has operated under a contract agreement with Waverly Air Services as Airport Manager and Swieter Aircraft Services as Fixed-Base Operator (FBO) since November 2018. The City entered a five-year renewable contract for these services, which was successfully renewed in September 2023.

In the past year, the airport completed two major improvement projects. The first, funded by the Iowa Department of Transportation's Airport Development program, involved the reconstruction of the T-Hangar taxi lane which was completed in January. The second project, funded by the Federal Aviation Administration, constructed a new taxiway connector and was finalized in June. These upgrades enhance operational efficiency and support continued growth at the facility.

Note:

Supporting documents have been attached to the end of the summary for a more detailed look at the past year.

Conclusion:

As a department, we continue to strive for excellence in community service and efficiency of operations. In the coming years, we hope to see infrastructure and operational recommendations implemented to better serve the citizens of Waverly, our customers, and to meet the needs of a growing community.

Respectfully Submitted,

Justin McGlaun
Director Public Works

PUBLIC SERVICES BY THE NUMBERS

Fiscal Year 2025

SERVING THE CITY OF WAVERLY

The Public Services Center is the home for the following City divisions:

- Solid Waste (Garbage, Recycling & Yard Waste)
- Equipment Services
- Streets
- Water & Sewer Line Maintenance
- Inspections & Enforcement
- Public Works Administration

Serving the Community Throughout the Seasons

We receive a wide range of questions and requests by phone, email, web site and in person. Many of these contacts generate service requests or work orders for the different divisions. In the fiscal year 2025, the Public Services Center generated 3,655 service requests and work orders.

EQUIPMENT SERVICES

Equipment services maintains and services City-owned vehicles and equipment. The City fleet is comprised of 380 vehicles and pieces of equipment. The other equipment includes everything from saws and mowers to trailers and sewer cameras. They also provide maintenance and service for Waverly Utilities vehicles as a billable service. During the fiscal year 2025 they completed 877 work orders – which included \$76,577 in labor, \$139,126 in parts, and \$18,103 in outside work.

INSPECTIONS AND ENFORCEMENT

Inspections and enforcement provide construction administration inspection services for City led projects, such as bituminous seal coating, asphalt patching, and alley reconstruction. They also provide inspections for curb/gutter/sidewalk/driveway and water/sewer/excavation permits, and new subdivisions. There were 112 water/sewer/excavation permit applications received during fiscal year 2025.

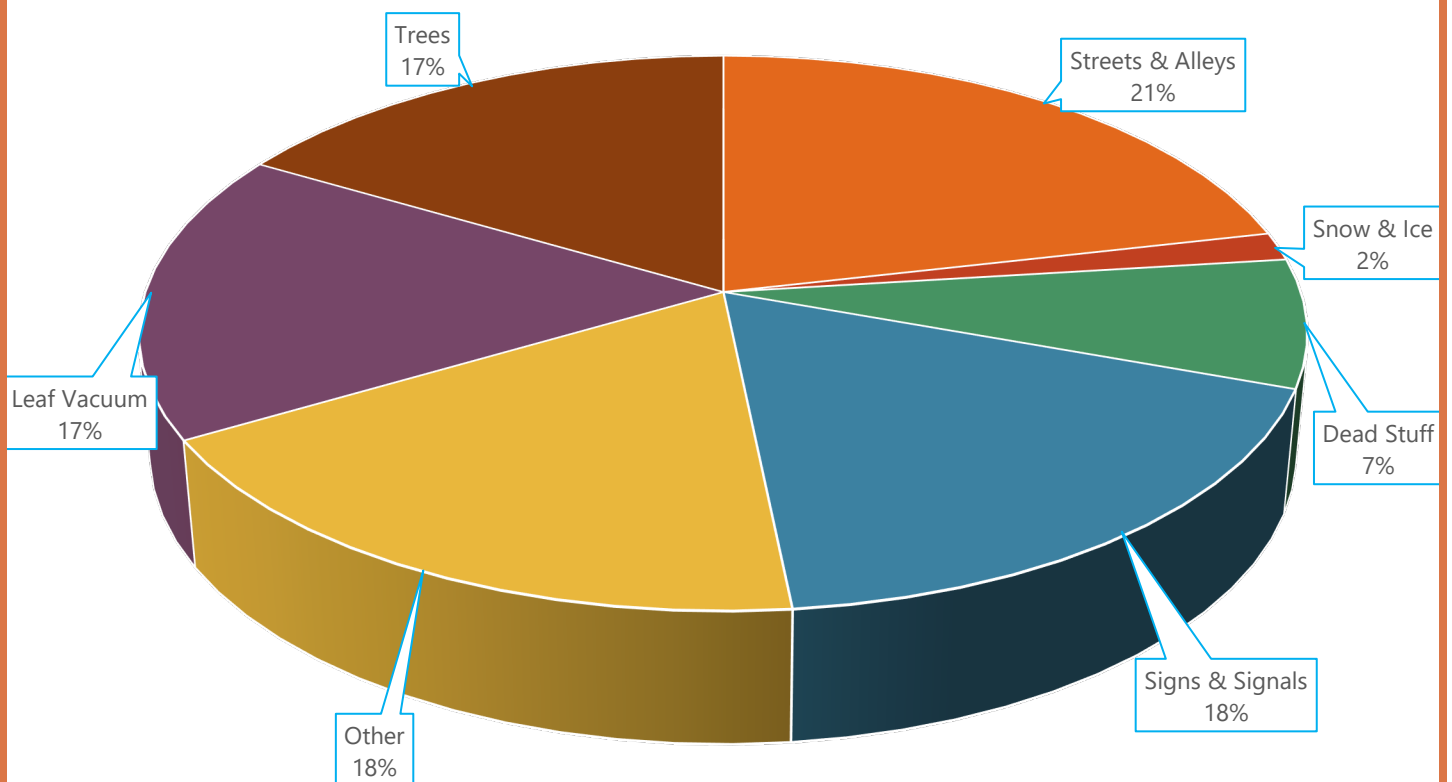
PUBLIC WORKS ADMINISTRATION

Public works administration handles the budgeting and business aspects of the Public Services Center. During the fiscal year 2025, 1052 check requests were generated to pay invoices, and 144 invoices were generated to collect for billable services.

STREETS

Common streets service requests include street & alley repairs, snow and ice removal, roadway carcass removal and leaf vacuuming. During this fiscal year, the streets division assumed responsibility for services that were previously provided by the vegetation management department.

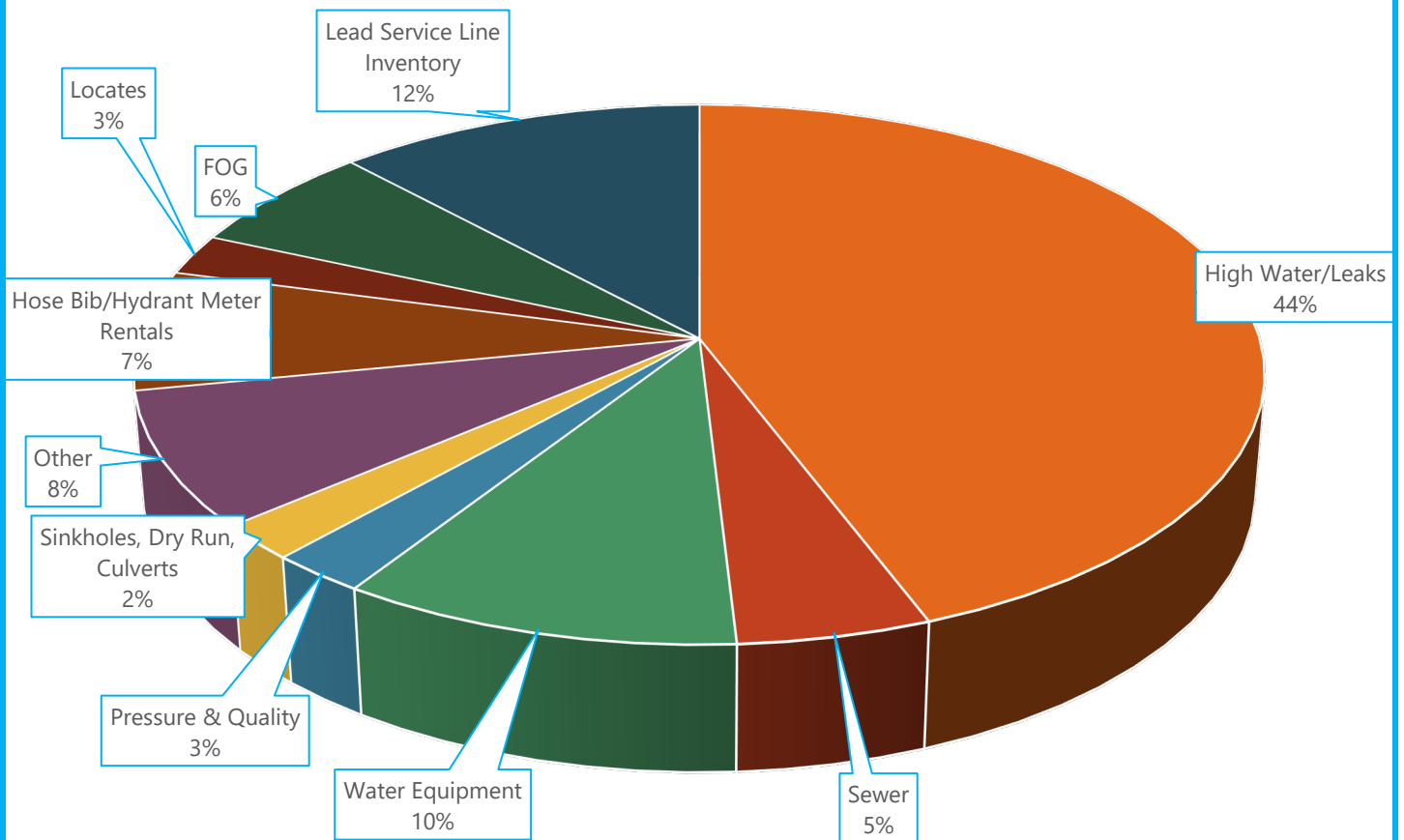
Streets - 308 Service Requests



WATER & SEWER LINE MAINTENANCE

Common water & sewer line maintenance service requests include high water usage/leak concerns, sewer concerns, water equipment and water pressure/quality issues. The water division also manages the hose bib and hydrant meter rental programs. There were 35 hose bib meter rentals and 10 hydrant meter rentals in the fiscal year 2025.

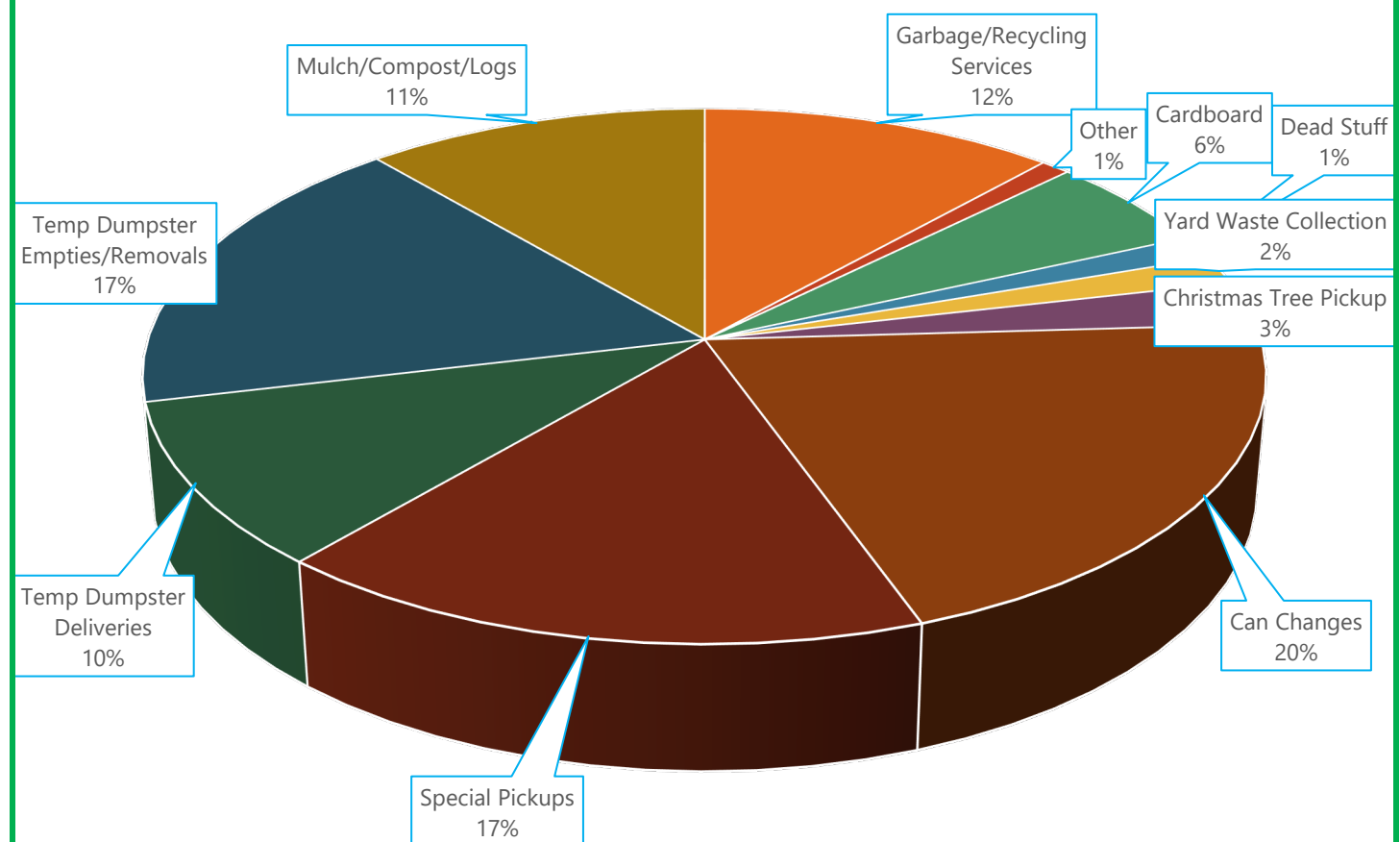
Water Service Requests - 652



SOLID WASTE

Common solid waste service requests include concerns about garbage and recycling service. They also include requests for can changes and repairs, special pickups of bulky items, and mulch and compost deliveries. There were 1,951 service requests in the fiscal year 2025. The solid waste division also manages temporary dumpster rentals. Temporary dumpsters can be rented by citizens for up to 30 days. During the fiscal year 2025, there were 195 dumpster rentals.

Solid Waste - 1951 Service Requests



City of Waverly - Public Works
Equipment Services
Repairs and Fuel
FY 2024-25

Vehicle Repairs

Fiscal Year	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Service Jobs	561	727	853	916	875	877
New Tires	115	130	103	144	95	98
Antifreeze (Gals)	20	25	44	13	14	25
Oil Changes	102	193	196	224	213	233
Oil (Gals)	667	699	852	723	645	592
Total Parts (\$)	\$103,337	\$130,882	\$138,090	\$171,094	\$156,536	\$139,126
Labor Charged	\$54,362	\$68,794	\$68,388	\$80,131	\$75,520	\$89,153

Fuel Purchased

Fiscal Year	2019-20	2020-21	2021-22	2022-23	2023-24	*2024-25
Unleaded Gallons	26,833	26,169	27,563	26,115	26,261	28,917
Unleaded Cost	\$63,161	\$64,755	\$100,305	\$95,036	\$87,527	\$82,086
Diesel Gallons	44,026	44,453	42,189	40,366	38,728	38,713
Diesel Cost	\$119,452	\$116,314	\$167,266	\$183,110	\$153,323	\$121,118

*Fuel Purchased for 2024-25 is the combined total of Kwik Star fuel and city fueling station fuel.

Kwik Star vs. City of Waverly Fueling Station Cost Per Gallon Comparison

Fueling Location	Kwik Star Average	Fueling Station Average	Average Savings
Dates	7/01/24 - 2/28/25	2/01/25 - 6/30/25	7/01/24 - 6/30/25
Diesel \$/gal	\$3.59	\$2.51	\$1.08
Unleaded \$/gal	\$3.20	\$2.19	\$1.00

The City of Wavery began transitioning from Kwik Star to the city fueling station in February 2025. Since March 1, 2025, nearly all fuel has been pumped exclusively at the city station.

City of Waverly - Public Works
Water Division

Water Pumped, Billed, and Consumed

FY 2024-25

Annual Gallons Pumped Versus Gallons Billed

Fiscal Year	Gallons Pumped	Unmetered Gallons*	Gallons Billed	Percent Accountable
2024-25	360,114,000	14,569,000	270,200,000	79%
2023-24	362,511,000	12,684,000	276,088,000	80%
2022-23	354,682,000	7,777,000	258,762,000	75%
2021-22	338,991,000	11,030,000	266,292,000	81%
2020-21	384,774,000	16,065,000	268,223,000	74%

* Estimated Unmetered Gallons are for hydrant flushing, watermain flushing, sewer jet machine, street sweeper, Fire Department, water leaks, etc.

Gallons of Water Consumed

City Consumption Gallons	5,819,000
Highest Pumping Day	1,817,000
Lowest Pumping Day	594,000
Average Pumping Day	986,613
Total Gallons Pumped	360,114,000

City of Waverly - Public Works
Solid Waste and Recycling Division

Landfill Disposal Quantities

FY 2024-25

	2020-21	2021-22	2022-23	2023-24	2024-25
	Tons	Tons	Tons	Tons	Tons
July	431.4	412.0	396.0	392.6	424.7
August	412.3	392.2	458.4	415.8	412.7
September	411.7	414.9	418.3	390.5	390.6
October	424.6	401.8	397.3	408.9	405.0
November	367.1	360.2	403.3	407.5	368.1
December	386.4	376.7	367.2	368.8	375.0
January	378.4	335.4	377.4	385.8	397.1
February	319.8	319.4	351.5	352.3	313.0
March	361.2	417.5	398.3	359.2	388.4
April	361.4	402.1	390.5	422.9	419.4
May	386.1	407.1	454.3	516.6	435.1
June	422.9	423.8	426.6	384.8	420.4
Annual Total	4,663.2	4,662.8	4,838.9	4,805.8	4,749.5

City of Waverly - Public Works
Solid Waste and Recycling Division

Recycling Quantities

2024-25

	2020-21	2021-22	2022-23	2023-24	2024-25
	Tons	Tons	Tons	Tons	Tons
Curbside Recycling	364.0	344.0	309.0	364.0	294.0
Paper, Bond	28.5	20.5	15.7	16.3	18.4
Slick Paper / Magazines	26.6	24.5	26.1	27.7	17.7
Newsprint	30.6	23.5	15.8	11.1	10.9
Corrugation/Chipboard	444.4	459.5	451.5	448.7	452.3
#3, 4, 5, 6, 7 Plastics	31.5	35.9	29.7	28.4	25.0
Books	21.9	16.7	8.2	8.1	8.7
Styrofoam	4.1	3.4	3.1	3.0	2.7
Clear Glass	37.5	36.9	32.7	29.9	27.2
Electronics			10.0	12.0	10.0
Steel / Aluminum	42.7	30.0	24.0	29.4	16.0
Motor Oil	11.2	11.0	8.3	9.0	9.0
Annual Totals	1,043.0	1,005.9	934.1	987.6	892.0

Solid Waste and Recycling Division

Recycling Center and Yard Waste Site Vehicle Counts

2024-25

Recycling Center - Vehicle Count History

Fiscal Year	2020-21	2021-22	2022-23	2023-24	2024-25
Weekdays	31,840	29,137	28,100	27,553	27,935
Saturdays	9,227	7,798	7,484	7,707	7,593
Totals	41,067	36,935	35,584	35,260	35,528

Yard Waste Site - Vehicle Count History

Fiscal Year	2020-21	2021-22	2022-23	2023-24	2024-25
Totals	21,156	18,258	17,056	18,451	19,840

City of Waverly Public Works Department

Updated 10/8/2025

Director of Public Works Justin McGlaun

