

A City Council Work Session
October 26, 2020
6:00 P.M.
Civic Center, City Hall

Work Session Meeting Minutes – October 26, 2020

A Work Session Meeting of the Waverly City Council was held on October 26, 2020 at 6:00 P. M. at the Civic Center in City Hall. Mayor Hoffman presided.

- A. Mayor Hoffman called the meeting to Order.
- B. Roll Call
 - 1. Present: Beaufore, Birgen, Drenkow, Kangas, Rathe, and Schneider. Absent: Glaser
- C. Moved by Schneider, seconded by Beaufore to approve the agenda as presented.
Motion passed. Yes: 6 No: 0 Absent: 1
- D. Council Work Session
 - 1. Revenue Update
 - Finance Director Jessica Mayer reviewed and answered questions for where the City stands with Local Option Sales Tax (L.O.S.T.), Road Use Tax (R.U.T.), Property tax, and Hotel / Motel tax and how the Novel Coronavirus has impacted the amounts coming into those accounts.
 - 2. Infrastructure Projects
 - City Engineer / Public Works Director Mike Cherry reviewed and answered questions for anticipated timing, estimated costs, and details for the following infrastructure projects:
 - a. Water Pollution Control Facility Improvements;
 - b. Prairie Trail Extension;
 - c. North Public Services Building;
 - d. Condition of existing Water Department / Line Maintenance building;
 - e. Phase 2 of Cedar Lane;
 - f. Bremer Avenue Bridge;
 - g. Rail Trail Bridge;
 - h. 3rd Street (Green) Bridge Demolition;
 - Leisure Services Director Garret Riordan reviewed and answered questions for anticipated timing, estimated costs and details for the following projects:
 - a. South Riverside Park Shelter and Plaza;
 - b. Memorial Park;
 - City Engineer / Public Works Director Mike Cherry and Leisure Services Director Garret Riordan reviewed and answered questions for anticipated timing, estimated costs and other details for the Cedar River Park.
 - 3. Staffing/Succession Planning
 - City Administration James W. Bronner and City Attorney / Community Development Director Bill Werger reviewed and answered questions regarding future retirements, staff restructuring, and new positions.
 - 4. Traffic Study Update
 - City Engineer / Public Works Director Mike Cherry provided an update for the Traffic Study. All of the study is complete except for the actual counts. This will have to wait until

spring of 2021 so that some normalized traffic counts can be obtained.

5. Recycling

- City Engineer / Public Works Director Mike Cherry shared information about the recycling market and how it has leveled off at this time, and that the recycling truck makes about 47,000 stops per year for curbside pick up with the Recycling Center seeing about 46,000 – 47,000 guests per year. It is still more expensive to recycle than to take all of it to the landfill.

6. Housing Study

- City Attorney / Community Development Director Bill Werger reviewed the current housing market within Waverly. Mr. Werger shared that he feels there should be about twice as many houses on the market than there are. There is more demand for multi-family housing and there is a need for townhomes for 55 and older. Waverly also needs more independent living homes. City staff intends to complete an update to the Comprehensive Land Use Plan this year. The Plan could cost between \$50,000 and \$75,000.

Moved by Schneider, seconded by Drenkow to continue the meeting past 3 hours for another hour.

Motion passed. Yes: 6 No: 0 Absent: 1

Werger continued by saying that a park plan for Waverly will also be looked at when the plan is updated. Requests for Proposals (RFPs) will be sent out to help decide which company will lead in the plan update.

7. Budget Process

- It was the consensus of Council to shorten the length of time spent on reviewing the budget as long as we have the same Council members as we did for last budget review. It may be necessary to change it back the following year since there may be new Councilmembers on the Council, and they may need the more in-depth sessions.

E. Moved Kangas, seconded by Birgen to adjourn the meeting. Motion passed and the Council meeting adjourned at 9:29 P.M.

Yes: 6 No: 0 Absent: 1



Adam P. Hoffman, Mayor

ATTEST:



Carla Guyer, City Clerk