

Study Session Minutes – January 25, 2021  
Ivan “Ike” Ackerman Council Chambers

A Study Session Meeting of the Waverly City Council was held on January 25, 2021 at 7:00 P. M. at City Hall. Mayor Hoffman presided.

The Governor of Iowa has declared a Public Emergency because of the COVID-19 outbreak. The Mayor has determined that an in-person meeting of the City Council is impossible or impractical without violating the Governor’s mandates.

**When an in-person meeting is "impossible or impractical," Iowa Code Section 21.8 permits a governmental body to conduct a meeting by electronic means.**

The meeting was conducted by video conference using ZOOM from the Council Chambers. Mayor Adam Hoffman and City Clerk Carla Guyer were in the Council Chambers. The 6 Council members were not in the chambers, but participated via ZOOM conferencing. One Councilmember was absent (Kangas).

Comments for items on the agenda could be made by submitting them prior to the meeting to the City Clerk, Mayor or any of the Council members or by calling 319-596-0179 during the meeting.

The video/audio conference of the meeting was broadcasted on the normal public access channels. Staff strived to maintain the quality of the video and audio during that broadcast. Public access was available through this broadcast.

Meeting minutes were kept and included a statement explaining why an in-person meeting was impossible or impractical.

A. Mayor Hoffman called the meeting to order.

B. Present: Beaufore, Birgen, Drenkow, Glaser, Rathe, and Schneider Absent: Kangas

C. Moved by Schneider, seconded by Beaufore to approve the Agenda as presented.

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

D. Study Session Calendar.

1. Review of the Biennial Subdivision Sidewalk Infill Program

- City Administrator James W. Bronner introduced this agenda item explaining that every two years Council reviews the parcels in subdivisions that remain undeveloped to decide whether those parcels need to have sidewalks installed or not. Bronner then turned it over to City Engineer/Public Works Director Mike Cherry. Mr. Cherry explained that, in 2013, the Council wanted to begin having sidewalk gaps filled in, going back to 1980, by coordinating this with the sidewalk repair/improvements program. Since many sidewalks have been installed in most of the areas that have had new construction, Cherry reviewed the subdivisions one at a time. He began with Centennial Oaks Golf Club Addition.

- › Centennial Oaks is somewhat unique. In lieu of two 4-foot sidewalks, there is only one 6-foot sidewalk. The sidewalk is typically located on either the south or east side of the streets. There is an existing vacant lot along Augusta Lane with no sidewalk. There is also, one along Eagle Ridge on the south side which is under construction at this time.
- › Stone Haven Subdivision has two remaining vacant lots with no sidewalk. There are six lots by the detention basin at the northeast portion of the subdivision that have not been built upon. There are another four lots that are vacant across the street.
- › Omni Subdivision have all the lots built upon and have sidewalks on both sides of the street.
- › Eliason Addition was developed in the mid 90’s. There are two corner lots that have not been required to install sidewalk. There is sidewalk along Eliason Avenue, but moving north toward Janke Avenue, in the Janke Addition, there is no sidewalk. In 2013, the property owners requested a waiver, and they were granted. It is still in effect today until the Council rescinds the waiver or until the sidewalk is extended to the north into the Janke Addition.

- › Copper Ridge Subdivision has situations of property owners building a home on one of their multiple lots, and then, installs a sidewalk on only the lot with the home on it. In the northeast corner of this addition there is no sidewalk on the four lots that have yet to be built upon.
- › Hickory Heights / Country Meadows Drive along the original Strotzman farm has one parcel on part of the original farm that remains without a sidewalk. The Strotzmans were who developed that subdivision which dates back to the 1970's or early 1980's.
- › High Point Subdivision also has areas that one property owner purchased multiple lots. There is no sidewalk at 1316 Gavin Drive since the road ends. Property owner at 200 12<sup>th</sup> Street SE built a home and installed a sidewalk. This caused a gap in the sidewalk from 200 12<sup>th</sup> Street NE to Gavin Drive.
- › Rolling Hills Subdivision has two lots along Monaghan Drive with gaps in the sidewalk. Council granted a waiver six years ago due to the intent the lots would be sold and then, built upon. One lot is still vacant with no pending plans to be built upon. On the north side of Viola Drive, there are eight vacant lots with one being built upon now that will add a sidewalk. This is not a significant concern at this time.
- › Impala Subdivision in northeast Waverly has one vacant lot with a farm field to the east. The roadway ends at this location. In the past, Council did not see this as an urgency to fill it in.

Mayor Hoffman read comments emailed previous to the meeting from Councilmember Kangas. Kangas noted that he feels there should be a deadline for property owners for installing sidewalks, even if there is no building on the lot. Other homeowners in new subdivisions deserve to have connectivity throughout their neighborhoods. The cost of installing a sidewalk should be factored into the cost of developing a parcel. Kangas also commented that he would like to see a sidewalk connectivity program for those areas within the City where there are not sidewalks. This may mean requiring homeowners to add sidewalks where they have never existed. He said it is important to have walkability throughout the City. He would like to wait until there is a comprehensive plan in place, however. Councilmember Birgen agreed that there are areas within the City that are not a priority. Birgen said that the area in the Impala Subdivision next to the corn field and the eight properties (until there are more houses in place) in the Rolling Hills Subdivision are probably examples of those areas. Places that have one or two vacant lots causing gaps in the sidewalk should have them filled in, or at least a plan to have them installed. Councilmember Rathe agreed with Birgen's comments. Councilmember Glaser expressed that we need to be thoughtful in the timing of when the sidewalks need to be completed. Thoughtful in regards to ability of property owner to fund installing a sidewalk. He does feel that connectivity is important though. Councilmember Schneider commented that he agreed with comments made from other Councilmembers. Schneider added that it may be a good time to have a plan for sidewalk in-fill. A plan that also allows for time considerations. Councilmember Rathe noted that it is important to review each lot individually. She mentioned that maybe these are lots that the developer still owns and has not been able to sell or someone has purchased it and is trying to decide whether to resell it or build upon the lot. City Attorney/Community Development Director Bill Werger noted that the lot located on Augusta Lane has sat empty for eight years. City Engineer / Public Works Director Mike Cherry said that his department could put together a policy proposal that would take into consideration whether a developer owns, a private property owner that may have purchased it speculatively, or an adjacent property owner that has owned it for some time. This was looked at eight years ago and could be brought before the Council again. It was the consensus of the Council that they would like to review such a policy. The requirement for the developer to carry a bond was waived at

the time a sidewalk inspection and maintenance program began. This gave the means to add the gap areas into the inspection process and doing special assessments. A complete infill program was also talked about.

E. Reports from Boards and Commissions

1. Golf Commission Minutes; December 8, 2020; Received into record.
2. Airport Commission Minutes; December 10, 2020; Received into record.

F. Staff Updates

- There were none.

G. City Council Comments

- Councilmember Birgen mentioned a software application that is known as Instant Runoff Voting (IRV). The system can determine the results of the top two candidates based on a preference ballot. Birgen questioned whether this can be used in Waverly and asked staff to research it.
- Councilmember Schneider noted comments made from the CEO of Airbnb regarding travel. He said that as people return to traveling, they may be likely to consider smaller communities and rural areas. Rural travel is up 30%. Schneider also mentioned the World Health Organization and COVID-19 testing.
- Guest Councilmember Gavin Goeke voiced that the Guest Council experience was appreciated, and it was interesting. Goeke also thanked Council for everything they do.

H. Mayor's Comments

- Mayor Hoffman announced that the Human Equity and Diversity Commission members will be chosen soon. He will send the applications to the Councilmembers. The commission members will be chosen at the February 15<sup>th</sup> City Council meeting.

I. Moved by Birgen, seconded by Glaser to adjourn. Motion passed and Council meeting adjourned at 7:47 p.m.

**Yes: 6      No: 0      Absent: 1**



Adam P. Hoffman, Mayor

ATTEST:



Carla Guyer, City Clerk