

Waverly City Council
Study Session Meeting Minutes
July 26, 2010 ~ 7:00 p.m.

A. CALL TO ORDER.

A Study Session of the Waverly City Council was held on July 26, 2010 at 7:00 p.m. in the Council Chambers at City Hall. Mayor Brunkhorst presided. Council members present were: Kathy Olson, Gary Boorum, Richard Lindell, Gene Lieb, Gary Grace. Tim Kangas. Absent: Jim Vowels

1. **Approve Agenda as Printed or Add Items for Discussion Only.**

Moved By: Boorum

That the agenda for this Council meeting as prepared is hereby approved.

Yes: 6

No: 0

Absent: 1

B. VISITORS/PUBLIC COMMENTS.

Council stopped to remember Dr. Mel Kramer who recently passed away. Dr. Kramer served on the Waverly City Council from 1998 – 2005. Leisure Services Director Ray informed Deb Turnball that property owners were notified to mow down weeds along the Dry Run area.

C. CONSENT AGENDA.

1. **Class B Beer Permit for Bremer County Fair Association.**

Moved By: Grace

Item 1 on the Consent Agenda is hereby approved.

Yes: 6

No: 0

Absent: 1

D. STUDY SESSION.

1. **Golf Commission Report on FY 2009 – 10.**

Golf Commissioner Larry Van Daalen informed Council that he has received positive comments on the two new holes at the Golf Course. Mr. Van Daalen stated:

- \$33,000 was removed from the original budget.
- On the revenue side the season passes have declined due to illness and deaths of members.
- Daily admissions have increased.
- Merchandise item is slightly higher in budget but there is more income projected.

Leisure Services Director Ray informed Council that the season pass holder covers both seats on the golf cart. Mr. Van Daalen stated that staff continues to monitor abuse of golf cart policies. \$76,000 is the total subsidy to the Golf Course plus \$9,000 for marketing from the Hotel Motel Tax. Golf Pro Greg Mason informed the Golf Commission that the economy is very flat for golf. Staff continues to market the golf course to increase rounds.

Mr. Ray also informed Council in the next fiscal year there will be \$20,000 for four years to buy two fairway mowers. The Golf Course acquired a retired public services truck and a truckster was repaired to decrease the original budget. Group insurance costs remain the same. The Pro/Shop purchased new scorecards for the two new holes. The City contracts 40 fleet golf carts for the season and extra carts for special events. Mr. Van Daalen stated that there is a subcommittee of the Golf Commission examining management of Golf Operations. Council congratulated staff on construction of the two new holes at the Golf Course. Mr. Ray stated that the Hospital will take over maintenance of their purchased property from the Golf Course in mid August.

2. **Review Special Assessment Methodology for Street Reconstruction.**
City Engineer Cherry stated:

- In October if there is no extension of Highway Trust Funding, Federal aid will decrease from where it is today.
- Construction costs are rising. The City has to generate local funding to rebuild residential streets. Local Option Sales Tax revenues are used to supplement Federal Aid projects and sealcoating.
- Financing local street reconstruction can be financed through taxes, special assessments or a combination.
- Schools, colleges, hospitals and churches do not pay tax but are subject to paying special assessments.
- The fairest method for determining special assessment fees for street reconstruction is according to the amount of roadway frontage on each parcel.
- The maximum residential assessment for standard properties could be capped by a percentage of property value or at a maximum dollar amount.
- Industrial, commercial and government and institutional property would pay a standard assessment per lineal foot of street frontage.
- Indianola uses a special assessment methodology for street reconstruction.
- The City in the past has approved special assessments for a 10 year term at 6% interest.
- The Council discussed using local option sales tax revenue, capital improvement and TIF funding in the future for street reconstruction.
- Discussion followed on per lineal feet costs, on the width of paving, on City funding of curb and gutter, on corner properties, and City funding of street intersections.
- Special assessments have to be figured on an equal and consistent basis and approved by Council.
- The Council questioned whether there would be an inflationary adjustment as home values and construction costs increase.
- Property owners can petition for street reconstruction at their cost.
- Fuel tax increase has been discussed in the Legislature.

- Council could fund street reconstruction with General Obligation Bonds but should do a bigger project to get a better interest rate.
- There would be little increased incremental value for a residential TIF.
- Staff informed Duane Liddle that a special assessment can be Ag deferred.
- Deb Turnbull asked if a plan could be created to start using local option funding after 2019 for street reconstruction.
- Staff informed Ms. Turnbull that if residential street reconstruction is put off 10 years construction costs will be higher and street damage may increase.
- Discussion followed on a street survey of street conditions.
- The City adopted Municipal Design Standards in 1997 that required the developer to put in a full depth pavement of streets.
- There are 600 City blocks that have to be sealcoated.
- Local Option Sales tax is authorized to 2018-19.

Staff will prepare a sequence of projects that could be done, how they will be financed and methodology. The Council also discussed waiting until local option sales tax revenues could be used for street reconstruction but were concerned with how long would property owners have to wait, what funding would be available and which roads are at the biggest risk.

Administrator Crayne feels the DOT will not reconstruct Bremer Avenue unless the City funds a percentage of the project.

3. **Review Sidewalk Program.**

City Engineer Cherry stated that the City would be divided into quadrants and staff would develop an inspection and maintenance program to repair and maintain existing sidewalk network in years 1-4. Years 5-8 would look at gaps within the existing network of sidewalks. Years 9-12 staff would review the addition of sidewalks to neighborhoods lacking pedestrian accommodations. There are properties that received occupancy permits but no sidewalk bond was extended. The City now requires sidewalk bonds and can require the developer to finish the sidewalk.

City Engineer Cherry reviewed the scope of maintenance issues of defective sidewalks in need of repair in the 5th Street NW and Hickory Heights areas. Mr. Cherry informed Council that:

- The older parts of Waverly will have more sidewalks that will have to be replaced.
- Staff has had previous discussion with Council on said sidewalk program.
- All properties with existing sidewalks are required to maintain their sidewalks.
- The City does not have a maintenance enforcement program.
- The City could come in and repair the sidewalk and bill the property owner.

- The City could assess all administrative and construction costs or property owners pay for all construction costs and the City pays all personnel costs.
- The City set aside funds for curb and gutter sections with parking areas.
- Discussion followed on the City's code requirements for sidewalks and Council requested would like to review said requirements.
- If the City does a bulk sidewalk project costs will be lower.
- A property owner can be included in a City sidewalk repair project and can pay or be assessed for reconstruction costs.
- Deb Turnbull asked Council to consider City participation in construction costs for sidewalk repair.

E. CITY COUNCIL COMMENTS ON POLICY ISSUES.

The City will blend in the curb and gutter and street sections on 5th Street NW. It is estimated that pavement would be laid around August 9th.

Public Services Superintendent Sullivan informed Council that the City received 6-9 inches of rain over the weekend and the 6th Avenue pump station failed due to the heavy amount of rainfall. He believes that some property owners have their sanitary sewers hooked into their sump pumps and is against City Code. The pump station lost power during one of the storms. Mr. Sullivan stated that he is working on getting an emergency generator hookup for the pump station. Staff is investigating a relief line. There was backup in three basements in the area. The 6th Avenue lift station is scheduled to be replaced and upgraded in 2012. Cross connection infiltration contributes to backups.

City Engineer Cherry informed Council that the City has applied to EDA for the Dry Run Improvements. The City is currently buying out homes along the Dry Run Creek and may have to purchase more for the project. Staff is in the process of applying for Hazard Mitigation Grant funding due November 1st. Staff also notified DOT that the City will be reconstructing the culverts on Bremer Avenue in the future. The City will continue to work on the Dry Run project.

Council emphasized that an application for funding for the Public Services facility was approved at this time.

Council thanked Dr. Alicia Calease for her service as Guest Councilperson for July.

F. ADJOURNMENT.

Moved By: Boorum

That the City Council Meeting be adjourned.

Yes: 6

No: 0

Absent: 1

Council adjourned at 8:56 P. M.

Bob Brunkhorst, Mayor

Attest:

Jo-Ellen Raap, City Clerk