

To: Mayor and City Council
From: Matt Muckler, City Administrator
Date: September 9, 2016 Weekly Council Update

City Wide Cleanup - October 1st: The West Branch City Wide Cleanup is set for Saturday, October 1st from 7:00 a.m. to 11:00 a.m. The National Park Service permit has already been issued and advertisements will run in the West Branch Times for the three weeks prior to the event (September 15, 22 and 29). A reminder for residents also appeared on the September utility bills.

The Clean Up will be held from 7:00-11:00 a.m. at the Water Street Parking Lot, across from the Fire Station. Residents are encouraged to bring unwanted items, enter the Water Street Parking Lot from 4th Street by the Fire Station, and exit onto Parkside Drive. There is a \$10.00 charge for household appliances. Items not accepted include any items brought by businesses, commercial appliances, construction debris, household garbage, large metal items, paint or toxic waste, tires, and yard waste. For specific questions regarding the cleanup, please contact Johnson County Refuse at (877) 423-9877 or the West Branch City Office at (319) 643-5888.

Annual Goal Setting Session – Sept. 19th: As a reminder, the annual goal setting session for the City Council will take place at a City Council Work Session immediately following the regular City Council Meeting on September 19th. Feel free to contact the City Office to add potential goals to the list of items the Council will consider for next year's goals.

Main Street Resurfacing Completed: Main Street was reopened this morning after asphalt resurfacing was completed in the 100 block of West Main Street. The crosswalk at Main and Downey was repainted this morning at 4:00 a.m. by Public Works Staff.

August Park Update from Fehr-Graham: The August Update on progress at the park space in Pedersen Valley is attached to this week's *Update*. For the most part, the project was on hold during the month of August pending the outcome of discussions with an adjacent property owner.

Upcoming City Meetings & Events: Please see the Calendar of Events on the City Website at <http://westbranchiowa.org/home> for a complete list of upcoming events. There are several Council, Board and Commission Meetings currently scheduled:

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| ▪ Tuesday September 13 th at 6:30 p.m. | Animal Control Commission Meeting |
| ▪ Thursday September 15 th at 6:30 p.m. | Park & Rec Commission Meeting |
| ▪ Monday Sept. 19 th -Wednesday Sept. 28 th | City Annual Audit |
| ▪ Monday September 19 th at 7:00 p.m. | City Council Meeting |
| ▪ Monday September 19 th (after Council) | City Council Work Session – Goal Setting |
| ▪ Thursday September 22 nd at 6:00 p.m. | Lions Field Creek Restoration Project Meeting |
| ▪ Tuesday September 27 th at 6:30 p.m. | Planning & Zoning Commission Meeting |
| ▪ Saturday October 1 st from 7:00-11:00 a.m. | City Wide Cleanup |

The information provided is one-way communication and should not be discussed among you as this could be a violation of the open meeting law.

MONTHLY PROJECT STATUS REPORT
Work Completed in August 2016
Pedersen Valley Park
Project No. 16-072

SCOPE		SCHEDULE UPDATE	
Task/Item	% Complete	Target	Actual
1.0 Topographic Survey	100%	6/6/16	6/3/16
2.0 Construction Plans	7%	2/1/17	
2.1 Preliminary Plans	18%	11/15/16	
2.2 Check Plans	0%	12/15/16	
2.3 Final Plans	0%	2/1/17	
3.0 Site Assessments & Permits	50%	2/1/17	
4.0 Project Coordination	15%	2/1/17	
5.0 Construction Services	0%	11/1/17	
5.1 Bid Letting	0%	3/28/17	
5.2 Construction	0%	11/1/17	

SUMMARY OF WORK DONE LAST MONTH

- No design work - on hold until decision on property acquisition or pipeline negotiation

FORECAST OF WORK TO BE COMPLETED NEXT MONTH

- Receive direction on preferred design alternative
- Continue preliminary design
- Schedule second work session with client to discuss project concepts, general design, and challenges identified to date

PROBLEMS ENCOUNTERED/RECOMMENDED SOLUTIONS

- Letter from pipeline requests no improvements be made within easement
 - Option 1: adjust site layout to avoid any improvement within easement
 - Option 2: appeal to pipeline and negotiate improvements within easement
- Unable to reach resolution with property owner related to exploring possible land acquisition; city will continue attempting to make progress
- Design put on hold until city can identify preferred alternatives; wait for direction

ACTION NEEDED BY CITY

- Direction on possible land acquisition as it relates to design
- Direction on pursuit of improvements within pipeline easement

OVERALL PROJECT STATUS

The project is on hold until city provides direction on land acquisition and/or pipeline easement issues. These delays are impacting the overall project schedule at this point.