



West Branch City Council
City Administrator's Report
12/17/18

Pending Action Items:

(Wastewater Taskforce)

No new news or updates.

(College Street Bridge)

The Iowa Department of Transportation Office of Right of Way, Property Management - Local Public Agency Section has selected our College Street project BROS-8252(605)—8J-16 for a Right of Way file review. The City Attorney has been through several of these reviews and instructs that this is something not to be alarmed over.

Report from the Desk of the City Administrator:

- Nuisance Clean-up on E. Green has been completed. Based on the agreement reached with the owner, there ^{where} were small amount of items that remained that the owner has agreed to clean-up under the understanding that not until these items are cleaned up will a court appointed fine of \$500 will be waved. This agreement was allowed because the owner had a roofing project scheduled that needed items identified to be removed. With regard to the nuisance abatement expense, they have been calculated at a total expense of \$3,652.00; the city has invoiced the owner for ~~this~~ expense via certified mail, regular mail, and through the owner's attorney. In the event this invoice is left outstanding, the balance will be liened against the property. Eventually, if the lien continued to be unpaid the balance will go into the tax sale process at such time (if not sooner) the city will be reimbursed.
- E-mail forwarded to the City Council from Rod Ness:

Reply Reply All Forward



Thu 12/13/2018 11:52 AM

R Ness <RJNess44@outlook.com>

Great Places Update

Regretfully, I am writing to inform the group we did not receive funding this year for our Great Places project. It is disappointing but we should not be discouraged. In fact there is a fair amount of positive we need to embrace.

First consider we now have a working coalition where previously we did not - this group all should be very proud of the hard work they have put in to get to this point. It has allowed us to receive the Great Places Designation.

We were able to go from idea to application in a few short weeks. This included managing the complexity of bringing together eight projects in eight communities. It infused the positive conversation in our communities about local investment that turns into actual project support. This has been some amazing work by members of this group and impressed with the success you have had to win over your communities.

This is solid foundation as we move forward. Most importantly, this group's collaboration, include the ongoing commitment from ECIA and CCEDCO, will be active as we design our next steps. We have the opportunity to hone our project and application to submit next fall. We have already reached out to the Great Places program manager to secure feedback and assistance to strengthen our next application. In addition, we are looking at other possible funding sources to investigate for the project. Finally, this has always been a more than a singular goal but one aspect of making our vision plan a reality. There is more work to be done. Theses the message we need to pass on to your community partners.

Yes, this is a setback but we can prove the greatness of Cedar County by not letting it deter us from our goal. Again, thanks to everyone for their efforts, it will be rewarded. Have a great Cedar County holiday season, we will hit the ground running after the first of the year!

Rod J. Ness
Director

Cedar County Economic Development Commission
101 Lynn Street
Tipton, Iowa 52772

Follow up / Reminder Items:

- We will be working to get our on-line Staff Work Plan updated and City Administrator Reports current.
- Items Remaining objectives on our FY 2018 – 2019 Goal List
 - Reserve Fund Balance
 - Trails Plan
 - Police Department Evidence Facility
 - West Branch Village & Sewage System
 - Joint School Board / City Council Meeting
 - Downstream Flood Mitigation
 - College Street Bridge
 - Nuisance Abatement Program
 - Downtown East Redevelopment Project

Events / Scheduled Meetings:

- The City will be closed Monday 24 and Tuesday 25 in witness of Christmas.
- HOLIDAY TRASH & RECYCLING SCHEDULE: SATURDAY, DECEMBER 29TH (Christmas) SATURDAY, JANUARY 5TH (New Year 2019)

Weekly Parks and Recreation Update

December 9, 2018-December 15, 2018

Recreation Updates

- Registration continues for adult indoor volleyball. Currently there are 11 teams registered. The capacity is 12 teams.
- The Wednesday afterschool program had about 18 children attended this week.
- Zumba was Monday.
- The spring session of Zumba is being planned. It will start in January and continue until the end of April. Online payment will be available for this program.
- Indoor walking started in the Hoover Gym. The 5am time on Tuesday and Thursday is more popular than the Wednesday 6pm time slot. Participants have asked if I could add a couple more mornings and continue it during the holiday break.

Park Updates

- The soffit and panels were installed at the Pavilion. The work on the inside of the pavilion on the restroom and storage area has started.
- The siding has not arrived.

Miscellaneous

- I researched into Alliant Releaf program. The Releaf program distributes trees to residents for \$25 a tree, with a maximum of 2 trees per household. The program has been discontinued due to lack of funding, however, there still will be a spring distribute in Marion, Cedar Rapids and Iowa City. There is an option for West Branch. Residents can order the trees, when the form is available in February and West Branch staff can pick them up and bring them to West Branch for distribution. This will continue to be planned
- Trees for kids grants-planting on public property is a DNR forestry grant. It requires a planting project with kids on public land. This may be something the City will apply for in fall 2019. There is a fall and spring funding cycle.

Next Week

- Zumba at Town Hall Monday 5:30pm. This is a time change to accommodate a school concert.
- Open Gym (indoor walking or running) at Hoover Elementary Tuesday and Thursday at 5am-6am and Wednesday at 6pm-7pm
- Tot Time at Town Hall Tuesday 9am-10:30am
- Afterschool activity Wednesday 2pm-4:30pm

Public Works Weekly Update 12/3-12/7

STREETS

- Daily check of streets. This is done routinely to spot potholes, downed limbs, garbage, water main breaks, sinkholes or other issues before they are found by the general public.
- Pull all trucks and equipment out of shop to clean floors. Wash and squeegee floors.
- Clean pit in wash bay.
- Move leaf vac to south bays of shop.
- Organize mowers and equipment in south bays of shop. Clean floors.
- Locate and install snow fences.
- Deliver ice melt to predetermined locations and store for snow removal efforts.
- Scrape ice off road near City Shop.

WATER

- Daily rounds.
- Backwash filters and clean water plant. This is a weekly task that takes 3 to 4 hours spread out throughout the day.
- Move touch pad at shop to allow for lockers to be installed permanently.
- Bacterial samples taken and delivered to the hygienic lab.

SEWER

- Sampling Tuesday and Wednesday.
- Daily rounds.

STORM WATER

-

CEMETERY

- Install stakes on edges of roads at cemetery so we can see during plowing.

PARKS

- Empty trash cans.
- Check and fill dog waste bags
- Took down volleyball nets

CLASSES/CONFERENCES/TRAINING/MEETINGS

- Weekly safety meeting. Video of snow removal safety.
- Executive meeting.
- Council meeting

OTHER

- Handle 15 locate requests.
- Wash state truck and Osh Kosh
- Inspect all plow trucks and make repairs as needed.
- Finish making brine.

- Push sand off to side to allow salt truck to dump when it comes.
- Tim conference Tuesday
- Pick up tailgate at Moore's and re-install.
- Install baby changing station at Town Hall.
- Replace light bulbs and ballast in Town hall restroom.
- Delivered sand, brick, blocks and assisted in the building of the firepits.
- Install new alternator on lawn tractor.
- Matt out at 12 on Thursday.
- 350 to Kevin for brakes.
- Volunteer tree removals on fence lines, trails and other locations where they are not desirable.
This will be an ongoing effort throughout the winter and will be done between other tasks.

Thanks,

Matt G

Public Works Weekly Update 12/10-12/14

STREETS

- Daily check of streets. This is done routinely to spot potholes, downed limbs, garbage, water main breaks, sinkholes or other issues before they are found by the general public.
- Scrape ice off road near City Shop.
- Received 2 shipments of salt. 50 ton total.
- Went to Smith Fertilizer and Grain in Pleasantville to get 500 gallons of Beet 55 to treat our salt for storage.
- Treated 50 ton of salt and put in storage.
- Mixed salt sand and put in storage.

WATER

- Daily rounds. Trained new employee on rounds and lab work.
- Backwash filters and clean water plant. This is a weekly task that takes 3 to 4 hours spread out throughout the day. Trained new employee on this process.
- Bacterial samples taken and delivered to the hygienic lab.
- Located curb stop for a homeowner, dug up turned off to check function.
- Disconnects and reconnects.

SEWER

- Sampling Tuesday and Wednesday.
- Daily rounds.

STORM WATER

-

CEMETERY

- Worked with Leslie to order flags for all City flag poles to be installed next week.

PARKS

- Empty trash cans.
- Check and fill dog waste bags
-

CLASSES/CONFERENCES/TRAINING/MEETINGS

- Weekly safety meeting. Video of Christmas light installation safety
- Executive meeting.
- Met with Dave Sheckenger on several in the works projects.
- Met with Larry Lynch to go over East Main St Water Main Project extension for next budget and to get quote.
- Met with representative from UECO for questions pertaining to the College Street Bridge Project.
- Met with our Trees Forever representative Emily Swihart to discuss the tree planting that we put off until spring, the next grant we applied for and the possibility of Trees Forever doing a

visioning plan for the City. We then visited the Hoover Trail for her thoughts on plantings and maintenance in the long term for that area as well as some tree identification.

- Had a phone conversation with a salesman for Truck Equipment about looking at a truck they were building up for Williamsburg. Ended up not having time to drive out and look it over before delivery. He will be bringing me pictures and an updated quote on a similar truck.
- Talked with Leslie concerning the cluster mailboxes, landscaping and future building permits for Riley Lane.

OTHER

- Handled 5 locate requests.
- Cleaned up all sand, brick, blocks, cones and some garbage from Christmas Past.
- Did 4 sewer and water connection inspections.
- Did one footing inspection.
- Did one deck footing inspection.
- Picked up brush cutter and chipper from Aero Rental.
- Replaced a tire on the trailer that got a puncture in the sidewall.
- The majority of our week was spent cleaning up dead trees, thinning trees, trimming trees, brush cutting, trimming and mowing on the Hoover Trail. We are removing anything that causes This will be an ongoing effort throughout the winter and will be done between other tasks. We took the brush cutter to the brush pile and to the Creek at Lions Field to cut brush on the banks while we had it rented.
- Began putting together the budget for this year and transferring to new budget forms.
- Coded bills
- Completed time sheets and workers comp spreadsheets for Public Works.
- Worked with Leslie to alter our building code to correct an issue that has come up with the R2 Districts and new construction.
- Worked with Lynchs to correct an issue with a sewer service to a multi-family home in the R2 District of The Meadows.

Thanks,

Matt G

Police Department

Redmond Jones

From: Mike Horihan <mike@westbranchiowa.org>
Sent: Monday, December 17, 2018 1:47 PM
To: rjonesii@westbranchiowa.org
Cc: Nick Shimmin; 'Matt Goodale'
Subject: Council update
Attachments: 56662945221_B2D92DC7-F45D-405D-BA59-674E3C00B80E.JPG; First Week Sign Info.xls

Hi Redmond

This is my Council update.

1. Christmas Past went well, No major problems
2. School Radar Sign. It is operational and getting some good comments. At first we had it operational but it was not showing the speeds. That was done on purpose an attempt to do a speed study. It is now showing the speeds. The speeds start to show at hillcrest or when a person turns on to Main Street from Johnson/Cedar Road. We may reduce the range so it does not pickup at hillcrest. The speeding on sign shows if someone is going 1 . mile over. Nick and I talked about reducing the range and adjusting the speed tolerances to 3-5 over. There is no speed sign mounted at the radar sign, but one will be mounted in the future.
3. In refence to the call with a man with a gun. We watched McDonalds video. The video did not validate what the truck driver reported. The date, time and location given were viewed, but the truck drivers story could not be validated.
4. On 12-15-18 one of the WBPD officers made a traffic stop. The officer recovered what they call wax, which is a made from marijuana and is 8 times stronger than normal marijuana. It can be smoked or vaped. Investigation is ongoing. Just to show what out there.

Thanks

Chief Mike Horihan

Date	Time	Total Vehicle Count	Number of Speed Limit Violations	Number of Vehicles Respecting Limit	% of Speed Limit Violations	% of Vehicles Respecting Limit	Average Vehicle Speed
11/14/2018	0:00:00	0	0	0	0	0	0
	1:00:00	0	0	0	0	0	0
	2:00:00	0	0	0	0	0	0
	3:00:00	0	0	0	0	0	0
	4:00:00	0	0	0	0	0	0
	5:00:00	0	0	0	0	0	0
	6:00:00	0	0	0	0	0	0
	7:00:00	0	0	0	0	0	0
	8:00:00	0	0	0	0	0	0
	9:00:00	0	0	0	0	0	0
	10:00:00	0	0	0	0	0	0
	11:00:00	57	18	39	32	68	27
	12:00:00	106	64	42	60	40	34
	13:00:00	113	68	45	60	40	35
	14:00:00	157	75	82	48	52	30
	15:00:00	180	90	90	50	50	31
	16:00:00	215	106	109	49	51	34
	17:00:00	267	86	181	32	68	31
	18:00:00	131	45	86	34	66	31
	19:00:00	94	43	51	46	54	33
	20:00:00	88	31	57	35	65	29
	21:00:00	47	19	28	40	60	31
	22:00:00	21	6	15	29	71	34
	23:00:00	15	1	14	7	93	29
11/15/2018	0:00:00	6	2	4	33	67	31
	1:00:00	2	1	1	50	50	36
	2:00:00	3	2	1	67	33	37
	3:00:00	8	3	5	38	63	29
	4:00:00	8	1	7	13	88	17
	5:00:00	25	9	16	36	64	25
	6:00:00	77	28	49	36	64	26
	7:00:00	158	65	93	41	59	30
	8:00:00	98	51	47	52	48	33
	9:00:00	95	48	47	51	49	31
	10:00:00	108	44	64	41	59	28
	11:00:00	117	48	69	41	59	29
	12:00:00	111	49	62	44	56	30
	13:00:00	112	49	63	44	56	30
	14:00:00	149	72	77	48	52	32
	15:00:00	179	86	93	48	52	33
	16:00:00	220	101	119	46	54	34
	17:00:00	216	58	158	27	73	30
18:00:00	110	34	76	31	69	31	

Date	Time	Total Vehicle Count	# of Speed Limit Violations	# of Vehicles respecting Speed Limit	% Violations ↓	% respecting speed Limit ↓	Average Vehicle Speed ↓
	19:00:00	113	39	74	35	65	31
	20:00:00	61	20	41	33	67	29
	21:00:00	44	15	29	34	66	30
	22:00:00	19	6	13	32	68	29
	23:00:00	18	4	14	22	78	24
	0:00:00	8	4	4	50	50	29
	1:00:00	4	0	4	0	100	20
	2:00:00	7	1	6	14	86	23
	3:00:00	3	1	2	33	67	36
	4:00:00	6	1	5	17	83	23
	5:00:00	20	8	12	40	60	28
	6:00:00	60	19	41	32	68	27
	7:00:00	167	74	93	44	56	29
	8:00:00	118	54	64	46	54	33
	9:00:00	87	41	46	47	53	30
	10:00:00	114	52	62	46	54	32
11/16/2018	11:00:00	100	43	57	43	57	30
	12:00:00	96	36	60	38	63	30
	13:00:00	119	63	56	53	47	33
	14:00:00	168	80	88	48	52	32
	15:00:00	190	89	101	47	53	32
	16:00:00	241	91	150	38	62	32
	17:00:00	214	51	163	24	76	30
	18:00:00	139	28	111	20	80	28
	19:00:00	92	19	73	21	79	29
	20:00:00	64	16	48	25	75	29
	21:00:00	66	22	44	33	67	29
	22:00:00	36	11	25	31	69	26
	23:00:00	24	5	19	21	79	29
	0:00:00	18	6	12	33	67	32
	1:00:00	17	5	12	29	71	32
	2:00:00	3	0	3	0	100	23
	3:00:00	4	0	4	0	100	19
	4:00:00	2	0	2	0	100	29
	5:00:00	8	1	7	13	88	26
	6:00:00	15	0	15	0	100	23
	7:00:00	44	4	40	9	91	25
	8:00:00	72	16	56	22	78	26
	9:00:00	78	28	50	36	64	28
	10:00:00	133	52	81	39	61	28
11/17/2018	11:00:00	104	51	53	49	51	31
	12:00:00	119	64	55	54	46	33
	13:00:00	122	62	60	51	49	30
	14:00:00	104	69	35	66	34	34
	15:00:00	92	51	41	55	45	33
	16:00:00	106	43	63	41	59	32
	17:00:00	80	31	49	39	61	30

Date	Time	Total Vehicle Count	Number of Speed Limit Violations	Number of Vehicles Respecting Limit	% of Speed Limit Violations	% of Vehicles Respecting Limit	Average Vehicle Speed
	18:00:00	88	22	66	25	75	27
	19:00:00	61	15	46	25	75	27
	20:00:00	50	19	31	38	62	30
	21:00:00	49	13	36	27	73	29
	22:00:00	53	16	37	30	70	26
	23:00:00	30	4	26	13	87	28
	0:00:00	17	1	16	6	94	22
	1:00:00	11	3	8	27	73	24
	2:00:00	4	2	2	50	50	30
	3:00:00	1	0	1	0	100	30
	4:00:00	3	2	1	67	33	37
	5:00:00	8	3	5	38	63	33
	6:00:00	14	1	13	7	93	23
	7:00:00	31	10	21	32	68	23
	8:00:00	55	15	40	27	73	27
	9:00:00	71	18	53	25	75	25
	10:00:00	68	34	34	50	50	31
11/18/2018	11:00:00	96	47	49	49	51	30
	12:00:00	111	67	44	60	40	34
	13:00:00	107	52	55	49	51	32
	14:00:00	106	57	49	54	46	34
	15:00:00	113	53	60	47	53	32
	16:00:00	151	65	86	43	57	30
	17:00:00	88	27	61	31	69	28
	18:00:00	99	25	74	25	75	27
	19:00:00	55	16	39	29	71	29
	20:00:00	30	8	22	27	73	28
	21:00:00	22	6	16	27	73	27
	22:00:00	22	6	16	27	73	26
	23:00:00	13	4	9	31	69	26
	0:00:00	6	3	3	50	50	32
	1:00:00	8	1	7	13	88	25
	2:00:00	0	0	0	0	0	0
	3:00:00	3	1	2	33	67	30
	4:00:00	9	1	8	11	89	15
	5:00:00	12	2	10	17	83	22
	6:00:00	70	27	43	39	61	27
	7:00:00	134	56	78	42	58	30
	8:00:00	118	59	59	50	50	31
	9:00:00	85	45	40	53	47	32
	10:00:00	87	49	38	56	44	33
11/19/2018	11:00:00	117	55	62	47	53	31
	12:00:00	105	57	48	54	46	33
	13:00:00	87	37	50	43	57	30
	14:00:00	134	57	77	43	57	31
	15:00:00	186	98	88	53	47	33
	16:00:00	205	115	90	56	44	33

	17:00:00	224	60	164	27	73	29
	18:00:00	133	33	100	25	75	29
	19:00:00	104	26	78	25	75	28
	20:00:00	60	11	49	18	82	28
	21:00:00	24	9	15	38	63	32
	22:00:00	15	5	10	33	67	30
	23:00:00	15	4	11	27	73	29
	0:00:00	2	0	2	0	100	22
	1:00:00	4	1	3	25	75	33
	2:00:00	6	2	4	33	67	25
	3:00:00	3	0	3	0	100	21
	4:00:00	7	0	7	0	100	14
	5:00:00	13	3	10	23	77	24
	6:00:00	49	19	30	39	61	27
	7:00:00	195	77	118	39	61	30
	8:00:00	131	60	71	46	54	31
	9:00:00	88	54	34	61	39	35
	10:00:00	64	42	22	66	34	36
11/20/2018	11:00:00	116	66	50	57	43	32
	12:00:00	107	60	47	56	44	34
	13:00:00	117	61	56	52	48	32
	14:00:00	130	63	67	48	52	31
	15:00:00	179	92	87	51	49	33
	16:00:00	252	133	119	53	47	33
	17:00:00	224	70	154	31	69	31
	18:00:00	150	50	100	33	67	31
	19:00:00	85	24	61	28	72	29
	20:00:00	90	26	64	29	71	29
	21:00:00	52	17	35	33	67	30
	22:00:00	32	12	20	38	63	31
	23:00:00	10	1	9	10	90	28
	0:00:00	12	3	9	25	75	29
	1:00:00	7	0	7	0	100	22
	2:00:00	6	2	4	33	67	29
	3:00:00	4	1	3	25	75	25
	4:00:00	3	0	3	0	100	22
	5:00:00	10	4	6	40	60	31
	6:00:00	32	12	20	38	63	26
	7:00:00	81	30	51	37	63	27
	8:00:00	119	62	57	52	48	31
	9:00:00	89	33	56	37	63	30
	10:00:00	136	49	87	36	64	29
11/21/2018	11:00:00	129	62	67	48	52	31
	12:00:00	147	59	88	40	60	31
	13:00:00	142	71	71	50	50	33
	14:00:00	174	81	93	47	53	33
	15:00:00	208	113	95	54	46	33

16:00:00	209	100	109	48	52	33
17:00:00	162	48	114	30	70	32
18:00:00	113	29	84	26	74	28
19:00:00	85	30	55	35	65	29
20:00:00	55	16	39	29	71	29
21:00:00	52	10	42	19	81	27
22:00:00	50	14	36	28	72	27
23:00:00	23	5	18	22	78	29

11/22/2018

0:00:00	5	0	5	0	100	27
1:00:00	2	1	1	50	50	33
2:00:00	7	4	3	57	43	32
3:00:00	1	0	1	0	100	35
4:00:00	3	1	2	33	67	30
5:00:00	12	5	7	42	58	30
6:00:00	10	2	8	20	80	24
7:00:00	33	8	25	24	76	21
8:00:00	54	20	34	37	63	27
9:00:00	62	33	29	53	47	30
10:00:00	104	53	51	51	49	31
11:00:00	159	65	94	41	59	30
12:00:00	134	53	81	40	60	29
13:00:00	60	33	27	55	45	32
14:00:00	74	33	41	45	55	29
15:00:00	84	28	56	33	67	30
16:00:00	109	33	76	30	70	26
17:00:00	69	20	49	29	71	26
18:00:00	61	18	43	30	70	25
19:00:00	57	13	44	23	77	27
20:00:00	51	10	41	20	80	25
21:00:00	35	9	26	26	74	25
22:00:00	34	5	29	15	85	25
23:00:00	21	5	16	24	76	28

0:00:00	15	4	11	27	73	34
1:00:00	10	2	8	20	80	27
2:00:00	8	2	6	25	75	26
3:00:00	7	0	7	0	100	20
4:00:00	3	1	2	33	67	29
5:00:00	26	5	21	19	81	23
6:00:00	30	8	22	27	73	26
7:00:00	67	24	43	36	64	26
8:00:00	58	20	38	34	66	27
9:00:00	95	39	56	41	59	29
10:00:00	128	63	65	49	51	31
11:00:00	105	55	50	52	48	31
12:00:00	84	51	33	61	39	34
13:00:00	123	65	58	53	47	32
14:00:00	131	68	63	52	48	34

11/23

	15:00:00	118	71	47	60	40	36
	16:00:00	119	53	66	45	55	34
	17:00:00	87	21	66	24	76	31
	18:00:00	74	14	60	19	81	28
	19:00:00	57	8	49	14	86	26
	20:00:00	49	12	37	24	76	28
	21:00:00	53	10	43	19	81	27
	22:00:00	32	6	26	19	81	28
11/23/2018	23:00:00	19	4	15	21	79	27
	0:00:00	13	4	9	31	69	28
	1:00:00	9	1	8	11	89	26
	2:00:00	5	2	3	40	60	26
	3:00:00	10	1	9	10	90	19
	4:00:00	7	2	5	29	71	21
	5:00:00	8	2	6	25	75	33
	6:00:00	13	4	9	31	69	25
	7:00:00	44	11	33	25	75	23
	8:00:00	73	37	36	51	49	31
	9:00:00	101	45	56	45	55	30
	10:00:00	120	60	60	50	50	33
11/24/2018	11:00:00	127	67	60	53	47	32
	12:00:00	154	77	77	50	50	31
	13:00:00	135	60	75	44	56	30
	14:00:00	155	76	79	49	51	32
	15:00:00	123	59	64	48	52	31
	16:00:00	154	58	96	38	62	29
	17:00:00	116	39	77	34	66	29
	18:00:00	70	22	48	31	69	29
	19:00:00	89	28	61	31	69	29
	20:00:00	79	20	59	25	75	28
	21:00:00	48	13	35	27	73	28
	22:00:00	24	7	17	29	71	27
	23:00:00	31	10	21	32	68	31
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