



West Branch City Council
City Administrator's Report
2/19/19

Pending Action Items:

(Wastewater Task Group)

No New Report

College Street Bridge

V&K Engineering Managers, who will provide construction oversight service for the city on this project, has received confirmation from IDOT that all necessary steps have been completed to allow the project to move forward. V&K is working to schedule a preconstruction meeting with Taylor Construction in the next week or two.

The Iowa Department of Transportation (IDOT) has accepted bids on behalf of the City of West Branch. IDOT has determined the contractor who provided the lowest responsive bid. The Awarded Vendor is Taylor Construction Inc. for a bid of \$1,666,025.10 (this is within our anticipated planning budget, but still may present cash flow issues that could need financing). Anticipated start date is April 1st, 2019. It should also be noted that there is a \$220,000 Engineering Management Contract that will need to be funded during the construction of this project that is not in our budget. This will need financing. City staff are in the process of meeting with Speer Financial (the City's Financial Advisors) develop options to fund these needs. At this time we are being advised by Speer Financial to continue to move forward with advancing this contract and that the remaining unfunded item will be addressed during the execution of the contract.

Right now, the project is much closer to being fully funded than we initially anticipated; thanks to the positive bid returns. Currently, we have been reimbursed approximately \$120,000 (design expenses). We have \$880,000 remaining State/Federal Grant Funding for the project. We have \$100,000 budgeted and funded (FY 2018-19) for the College Street portion of the project; and we have \$700,000 budgeted and funded for the city's matching funds for the College Street Bridge. This leaves us a total of \$1,680,000 of funding for a project that just awarded a bid at \$1,666,025. The challenge we will have is operating without a contingency and managing the cash flow of the project with reimbursements having to go through 30 – 60 day state process we will have to extend city funding for contract payments. If we use a 10% contingency we should have to be prepared for an additional \$166,000 for unexpected project expenses. Now adding expenses for the engineering management expenses of \$220,000 our unexpected project expenses have increased to a total of \$386,000.

Report from the Desk of the City Administrator:

- The Planning and Zoning Commission had to reschedule the January 29th meeting due to weather. A potential project which had asked to be kept confidential is currently studying the potential use of our newly established Planned Unit Development Ordinance. The project is expected to be discussed in public at the Planning and Zoning Commission on

Previously Reported

Tuesday February 5th 2019. At this time, the project is being referred to as “Concept Six”. The project promises Retail / Hotel, Senior Living, and New Urbanist Style housing. The City has conducted two pre-proposal meetings with the developer on this matter. The attached illustration is one of the proposals that will be presented to the Planning and Zoning Commission at tomorrow’s meeting.



The concept introduction was presented to P&Z Tuesday February 5th the concept was well received the project has the potential:

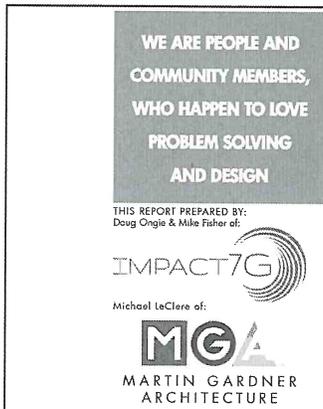
- to highlight needed stormwater relief for adjacent property owners / neighborhoods.
- Potential economic development revenue generating hotel to create greater convenience for visitors to the Presidential Library and the city has a whole.
- Needed Senior Living option as highlighted a 2017 market analysis, and continue housing growth with a diverse price point.

Comments from P&Z surrounded keep parking, stormwater and walkability in mind as the project continues to progress. The process is to start with a rezoning application later this month.

Follow up / Reminder Items:

- I-80 Project – After further internal re-evaluation IDOT is recommending that the City of West Branch take the lead on the relocation the Water and Force Main lines before the I-80 highway project. We will need to begin work developing a utility agreement with IDOT which will include the amount of reimbursement we expect from IDOT. IDOT have asked the City to provide preliminary plans and a cost estimate for this relocation. The I-80 reconstruction is planned to start early in 2021 and IDOT has asked the City to accomplish its utility relocation and finalize the project by Nov. of 2020. Staff will be discussing this project with the city’s engineering firm regarding getting IDOT the information they have requested.
- Downtown East Redevelopment Efforts – The Derelict Building Grant forward is ready to go out tomorrow morning. I have spoken with the Nicole Turpin of ECIA, and she is confident that our grant proposal will be submitted to DNR complete and on time. I have also spoke with Barnhart Custom Services for excavating and grinding concrete on the site and he has

the greenlight as soon as the weather permits his start. The contract for these services received city council approval this past June. The site Reuse plan is ready for review. Please find the report at <https://martingardnerarch.egnyte.com/dl/3CdXFANZiu> it is 441 pages but the body of the report is 110 pages. Impact7G will still be adding additional maps with soil boring data with description of what samples exceed state standards. City feedback is needed to complete the final proofing. Impact7G hopes to have this document ready for February 26th in order to meet agenda deadline for the March 4th City Council meeting.



- (previously updated) Downtown East Redevelopment Efforts – As a part of claiming clean ownership of the property formerly known as the Croell Ready-Mix site, Cedar County required a boundary retracement survey. The retracement survey costed \$8,071.25 which will be assessed against the project fund which is estimated to be \$153,000 after retracement survey is paid.

- There has been some concern expressed with privately held streets which typically are narrow and present challenges for emergency vehicles to pass when cars are parked on the street. Since private streets are not normally open to enforcement of municipal infractions like parking tickets, there is no enforcement mechanism to ensure normally narrow streets will be free from parking violations despite the existence of signage. For this reason, staff is researching separate agreements that would allow local enforcement / patrols for a nominal fee.

Events / Scheduled Meetings:

- **Indoor Walking – Call Parks Department at 319-930-0393**