



West Branch City Council
City Administrator's Report
9/03/19

Pending Action Items:

(Wastewater Topic)

(DNR Unfunded Mandated Process)

Meanwhile, V&K is moving forward with SAGR as the City's treatment option of choice. As the next step in the process the city placed a public notice called an "Antidegradation Alternative Analysis for the City of West Branch Iowa). This gives the public the opportunity to ask questions, express concerns, and/or share comments that will be shared with the Iowa Department of Natural Resources with the final alternatives analysis subject to IDNR review and approval.

(College Street Bridge)

Two week ago, the Contractor began installing the storm sewer and water main on the east side of the bridge. The intersection of 1st Street and College Street was poured.

Last week, the Contractor poured driveways and sidewalk on the west side of the bridge along 2nd Street and College Street. The Contractor continued to place water main along College Street up to the hydrant on 4th Street.

This week, the Contractor will be placing topsoil around driveways and sidewalk along 2nd Street and College Street. Testing of water main on the east side of the bridge will also begin.



There has been one citizen request for additional speed limit signage and/or other traffic calming due to the additional car and pedestrian traffic anticipated once the project is completed. Staff will be looking into these measures and will recommend any changes or enhancements deemed appropriate. Although, we thank our residents and citizens in advance for the cooperation and patience during the construction process, we are well aware that issues will arise as they tend to do during typical construction projects. If you have any questions, comments, or concerns; please do not hesitate to contact the city's project engineers.

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(Cubby Park)

Letter from Needham Excavating – General Contractor of the Cubby Park Improvement Project.

Date: August 21, 2019

To: Fehr Graham

Plan of work and schedule:

- Mow all the areas that are labeled to be permanent lawn mixture
 - o Work started on August 20, continued on August 21 and will finish as soon as the conditions are correct from the rain on the morning of August 20, which with no further rain we are hoping for Thursday August 22, 2019
- Once all the areas are mowed, and conditions are dry enough. We will be onsite to spray the entire area with a Q4 solution that will kill everything in these areas except for grass.
 - o This work will take place on August 23, 2019
- Once the weeds have started to wilt, we will slit seed all the areas outside the ball fields that are labeled as permanent lawn mix.
 - o This work will take place on August 29, 2019
- Will fertilize these areas one time this fall, conditions and weather will determine the actual date but we are looking at the end of September to fertilize the entire area
- Needham Excavating will continue the routine mowing until the City of West Branch accepts the plan and condition of these areas
- Needham Excavating will continue to ban everyone from the entire park, and prosecute all people that are caught on the grounds of the park, whether they are caught in person or on camera, until the City of West Branch accepts the seeding.

Respectfully Submitted,

Nick Needham

Report from the Desk of the City Administrator:

- The Iowa League of Cities have taken some interest in my complaint that Road Use Tax Funds are prohibited for directly funding sidewalk projects. They are looking at ways to suggest to the Legislature how to amend this stance. I am working with Alan Kemp the Executive Director with the Iowa League of Cities.

The section of the Code of Iowa that would need to be changed or expanded would be 312.6. It states -

ROAD USE TAX FUND, §312.6

312.6 Limitation on use of funds.

Funds received by municipal corporations from the road use tax fund shall be used for any purpose relating to the construction, maintenance, and supervision of the public streets.

[C39, §4686.21, 4686.25; C46, §310.21, 310.25; C50, §308A.6; C54, 58, 62, 66, 71, 73, 75, 77, 79, 81, §312.6]

Referred to in §423B.3

Sat Dec

- There will be Community Catalyst Training in Brooklyn Iowa September 17th. It is intended that this program could help the city's efforts in the downtown east redevelopment site.
- Working with CDG to organize a "Business after Hours" Event where discussion or a Gateway Sign and Wayfinding Sign(s) for the industrial park will be discussed. September 17th is a date that has been discussed but had not been confirmed.
- I was asked and presented to the "WeLead Housing Incentive Roundtable", August 20th about the positive housing starts in West Branch. The group was very impressed with the work the city and its partners have done with regard to managing its growth.

- I will be working with the Police Department to develop a strategy in updating our police body camera system.
- There has been some issues related to the use of Temporary Occupancy Permits. The City has tried to support its builder / Developer community and have been supportive with trying to react to the needs of their clients. However, over the past year we have ran into several examples of where Temporary Occupancy Permits have been abused or non-responsive. Thus, causing neighborhood complaints to rise. For this reason, city development staff have convened and have devised measures that can be implemented without needing to come before City Council for approval; for example streamlining processes to ensure to the appropriate width of sidewalk are being installed. However, there are other areas that will need City Council approval and guidance. For this reason, a Temporary Occupancy Policy will coming before City Council in the near future.

Follow up / Reminder Items:

- Little Lights project is nearing completion; however we are hold certificate of occupancy for the completion of the parking lot and the entry road way, which is anticipated to be completed in two weeks. For this reason another temporary certificate of occupancy has been approved by the building official.
- Hoover Hometown Days Wrap up Meeting – Thursday September 12th. Any feedback that community would like to share, please share that information with my office before the 12th.
- Nuisance Abatement Ordinance and New Hearing Committee Board follow-up. We have couple of interested citizens and we expect to have someone presented to Council in the next meeting.
- September 25-27 Iowa League of Cities Conference is in Dubuque. I would like to have as many as possible City Council Members attend. Because the City of Dubuque has capital improvement project that incorporates an outdoor amphitheater that also serves as a basin for rapid flowing water during flood conditions. This concept has been presented to the City Council several times including in the presentation by Impact 7G as a part of the Downtown East Redevelopment project. I have spoken with city officials in Dubuque who would be willing to give me and the city council a tour of this site. This is something that can be arranged while we are attending the Iowa League of Cities Conference.