



West Branch City Council  
City Administrator's Report  
2/18/20

**Pending Action Items:**

*(Wastewater Topic) – No new Update*

*(College Street Bridge) – No New Update*

*We are still waiting for the State to conduct their final project audit, before we can process the final billing. We hope that we will get anywhere from \$80,000 - \$85,000 back from our retainage. This could bring our remaining project balance to \$250,000 or less. We anticipate paying the balance down with \$100,000 from Road Use tax (which maybe in two payment for cash flow reasons), and we have already declared \$75,000 in Tax Increment Financing Asking's. This could leave us with a balance of approximately \$75,000 which could come from future TIF asking or payment from Water or Sewer funds (since portions of this project involved these infrastructure items). V&K has conducted a walk-through with the contractor and Iowa Department of Transportation. If you have any questions, comments, or concerns; please do not hesitate to contact the city's project engineers.*

Dave Schechinger, P.E.  
[dschechinger@v-k.net](mailto:dschechinger@v-k.net)  
319-466-1000

Eric Gould  
[egould@v-k.net](mailto:egould@v-k.net)  
319-466-1000

*(Cubby Park) Splash Pad – No new Update*

The West Branch Lions Club and Bayer have indicated that they are interested in donating a total of \$5,000 to the West Branch Splash Pad project.



This would bring our total to \$5,048.00. Our goal is \$170,000 for a splash pad that uses recirculates water system. A pass through water system would cost less but would be less environmentally friendly and could hurt the City's ability to expand its water permit as the city continues to grow.

**Report from the Desk of the City Administrator:**

- **Reminder New Councilmembers:** Please set up time with Nick for website pictures.
- **The Volkswagen Settlement Grants** were prepared by volunteers and were submitted by the city yesterday. One for Type 1 Fast DC charging Station for \$75,285; and another one for a Type 2 community charging station for \$14,450. In both cases if awarded a 10% match would be required.

**Follow up / Reminder Items:**

- **Downtown East Redevelopment Site.** It has been determined that the city can be reimbursed if the rock material remains on the site. However we MUST have a third party weighing process that is accepted by DNR. It was stressed that we need to have tickets that verify the material to be removed. This process will only account for a potential \$25,000. The other \$25,000 it be expense to the removal of the structures deconstructed this is to include the concrete foundation and surround structures including drives and foundations.

- Dollar General Items. The developer is working through couple of items and is waiting to hear from the city regarding conditions. After review staff is recommending upholding original stormwater requirements and allowing the developer to access the \$10,000 stormwater escrow for this project. The city anticipates forgoing the land for exchange for a trail public improvement with the surface up for negotiation. A meeting is expected to occur this week. Once these details are worked out the project will be presented to planning and zoning.
- **Cedar/Johnson County Road Question** regarding Speed limit. We have received complaints that the Speed limit traveling south is 35 mph (Johnson County Jurisdiction). Yet, on the east side of the road traveling north the speed limit is 25mph (City of West Branch Jurisdiction). We found a 28e agreement from 1977 that gives the responsibility of all maintenance including erecting and maintenance of signs to the City of West Branch (see: attachment 1). For this reason, I believe we can move forward with changing the speed limit on Cedar Johnson County Road.
- Please see attached Lower Cedar Watershed Management Authority – See Attachment 2 (Meeting Minutes, Receipts, and Agenda).
- I will be attending the Iowa Municipal Management Institute March 18-20; Topics include: Successful Management Strategies, Economic Development Challenges & Opportunities, Inclusive Organizations, Social Media Management, and Dealing with the Pressures of City Management.
- I will be attending the East Central Intergovernmental Association (ECIA) and Iowa Department of Natural Resources (IDNR) will offer a free workshop for local floodplain management officials: 10:00am - 2:30pm on Tuesday, March 31<sup>st</sup> ECIA Office Conference Room. 7600 Commerce Park Dubuque, Iowa

#### **Workshop Program**

9:30am	Registration
10:00am	Welcome and introductions
10:05am	Introduction to floodplain management
10:15am	Floodplain maps and studies
10:45am	Regulatory requirements: maps and permits
11:15am	Regulatory requirements: floodways
11:45am	Lunch (Provided by ECIA)
12:30pm	Regulatory requirements: new buildings
1:15pm	Regulatory requirements: existing buildings
2:00pm	Administration and inspections
2:20pm	Wrap up
2:30pm	Adjourn

#### **Coming Events:**

- On **Wednesday, February 26<sup>th</sup>, 2020 at 10am** Cedar County Great Places Meeting @ the Tipton Family Restaurant.
- On **Tuesday, MARCH 3<sup>rd</sup>, 2020 at 10am** at the Cedar County Courthouse - MCM Consulting, the vendor that has been working on the study of the Cedar County radio network, will be giving a presentation as to their recommendations as to the Cedar County 911 Network.
- Hoover Hometown Meeting March 12<sup>th</sup>, 2020 at 11am in the West Branch City Council Chambers
- Meeting with the National Park Service – Project Coordinators March 4<sup>th</sup> @ 11:00 am

## JOHNSON COUNTY-CITY OF WEST BRANCH

## ROAD MAINTENANCE AGREEMENT

COPY

This agreement is entered into pursuant to Chapter 28E of the Code of Iowa by Johnson County, Iowa, a municipal corporation, and the City of West Branch, Iowa, a municipal corporation;

Whereas, the county line road on the border of Johnson and Cedar Counties located on the west edge of Section 6, Township 79 North, Range 4 West and running northerly from Old Highway One for a distance of one-half mile is in need of continuous maintenance and repair; and

Whereas, the west one-half of said road is located within Johnson County and the east one-half of said road is located within the corporate limits of the City of West Branch; and

Whereas, Johnson County and the City of West Branch mutually agree that maintenance and repair of said road is both beneficial and necessary to the use thereof and both Johnson County and the City of West Branch mutually desire to reach an equitable decision as to future construction, maintenance, and repair of said road;

Now, therefore, in consideration of the mutual covenants and agreements hereinafter set forth, the parties hereto, legally intending to be bound hereby, do covenant and agree for themselves and their respective successors as follows;

1. The City of West Branch shall at its cost, construct, maintain and repair the road situated upon the following described

-2-

real property, to wit:

The Johnson-Cedar County Line Road beginning at the south-west corner of Section 6, Township 79 North, Range 4 West, where Old Highway One intersects the Johnson-Cedar County Line Road, and then north on the county line to the West quarter corner of Section 6, Township 79 North, Range 4 West, a distance of one-half mile.

2. Johnson County is hereby relieved of any and all responsibility for construction, maintenance and repair of said road.

3. Such construction, maintenance and repair shall include but shall not be limited to the following:

- A. maintenance resurfacing road rock;
- B. dragging of roadway and snow removal;
- C. all repairs of bridges and/or culverts;
- D. bridge inspection, rating and posting;
- E. construction or reconstruction of roadway, bridge and/or culvert;
- F. repair of tile lines;
- G. placement of new tile lines;
- H. erection and maintenance of signs;
- I. driveway repair and culvert replacement;
- J. ditch cleaning;
- K. new driveway construction;
- L. dust control;
- M. paving or other forms of permanent improvement; ?
- N. any and all traffic control procedures and devices.

4. In consideration of the City of West Branch's above described agreement to construct, maintain and repair said road, Johnson County shall pay to the City of West Branch the sum of \$2,353.50, which amount shall be payable upon execution of this contract.

5. This agreement shall become effective upon execution by the parties and shall continue in perpetuity unless otherwise modified by mutual agreement of the parties.

6. This agreement shall be filed with the Secretary of State, State of Iowa, and recorded with the Johnson County Recorder and the Cedar County Recorder in compliance with Chapter 28E Code of Iowa.

Signed this 21st day of September, 1977.

JOHNSON COUNTY, IOWA

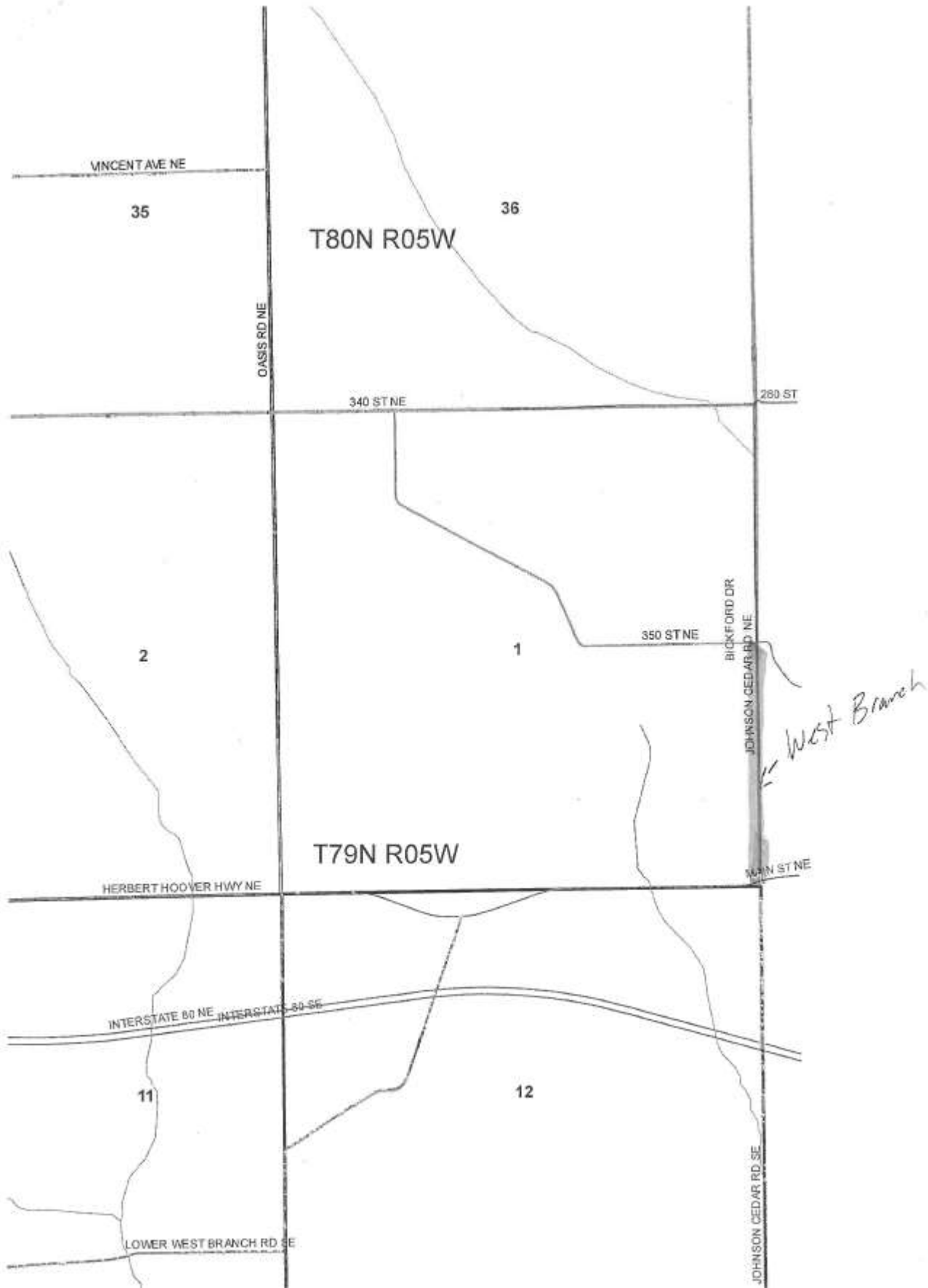
CITY OF WEST BRANCH, IOWA

By: Lorada E. Cilek  
Lorada E. Cilek  
Chairman, Board of Supervisors

By: Joseph A. Pettaniger  
Mayor

Attest: Linda Langenberg, Deputy  
County Auditor

Attest: Michael S. Baker  
City Clerk







**Lower Cedar Watershed Management Authority  
Board of Directors Meeting Minutes  
Tuesday, November 12<sup>th</sup>, 2019 at 6:30 pm  
Cedar County Courthouse  
(large meeting room on lower level)  
400 Cedar Street  
Tipton, IA 52772**

**Board Members present:** Jon Bell (Cedar County), Bill Waldie (Johnson County), James Drahos (City of Bertram), Rich Golinghorst (Scott SWCD), Ed Kocal (Scott County), Mike Tertinger (Linn County), Holly Howard (Muscatine SWCD), Jason Foster (Atalissa), Emery Davis (Linn SWCD), John Kostichek (City of Walcott), Chris Ball (City of Wilton), Marcy McBride (Johnson Co. SWCD), Roger Laughlin (City of West Branch), Alan Weets (Cedar Co. SWCD), Jeff Sorensen (Muscatine County).

**Others Present:** Sue Hall (press), Tara Cullison (Bi-State Regional), Jodi Freet (Cedar County EMA), Hannah Howard (TNC), Ron Schott (local farmer), Jon Koch (City of Muscatine), Eric Furnas (City of Muscatine).

**Meeting Agenda**

1. Call to order and Introductions
  - a. Meeting called to order by Chairperson Jon Bell at 6:33 pm
2. Lower Cedar WMA Administrative Update:
  - a. Approval of the Agenda – (Action) Motion by Rich Golinghorst, second by John Kostichek. Motion carried.
  - b. Approve minutes from August 13<sup>th</sup>, 2019 Board meeting – (Action) Motion by Tertinger, second by Sorensen. Motion carried.
3. Secretary election (Action) Jeff Sorensen was nominated. Chris Ball motioned to elect Jeff Sorensen as secretary, seconded by Rich Golinghorst. Motion carried.
4. Donations update: Bill Waldie updated the board on our account: \$12,771.84. We have earned \$71.84 in interest.
5. DNR Planning Grant (Action)
  - a. General information- 18 months, milestones and deliverables
  - b. Establish committees

Attachment 2

- i. Selection Committee: Mary Beth Stevenson, Amy Foster, Jon Bell, Mike Tertinger, Eric Furnas, & Jodi Freet
    - ii. Technical advisory committee: Bill Waldie will serve as the Board representative
    - iii. Ag advisory committee: Rich Golinghorst, Eric Furnas, & Alan Weets, and a representative of the Farm Bureau TBD.
    - iv. Urban advisory committee: Mike Tertinger, Chris Ball, John Kostichuk, & Ed Kocal.
  - c. RFP Consultant- Publish by Nov. 25, close Jan. 10, RFP public meeting- Dec. 9
  - d. Approve LCWMA RFP process. (Action) Motion by Jeff Sorensen, second by Rich Golinghorst. Motion carried to approve all 4 items listed below.
    - i. LCWMA authorizes a RFP for a consultant.
    - ii. LCWMA authorizes the selection committee to approve RFP.
    - iii. LCWMA authorizes the selection committee to review proposals.
    - iv. LCWMA authorizes the Selection committee to recommend their selection to the LCWMA Board.
  - e. Board member survey over water quality @ February meeting- invitation to assist in drafting questions. Bill Waldie and Hannah Howard volunteered to assist in drafting questions.
6. Funding mechanism for LCWMA discussion
- a. Review formulas
    - i. Indian Creek- 6 entities: 60% area and 40% value of property in floodway to figure out % each entity should pay.
    - ii. Membership fee.
  - b. Discuss formulas: Boone River made their coordinator into a full-time position, there are positive and negatives either way you go.
  - c. The board decided since we did not have enough information about different formulas we couldn't choose one to adopt for the LCWMA, but the board asks each member to ask their organization what they can do to support the LCWMA for this fiscal year, every contribution is valuable to accomplish our goals.
  - d. The funds that we have raised thus far were the key to us being awarded the WMA Planning grant and will be utilized to accomplish the goals we had initially planned to utilize the funds for.
  - e. Future budget needs: we will need around \$30,000 in match for our \$125,000 hydrologic study for the Lower Cedar watershed if FEMA accepts our application. This could happen in the next 1-2 years. An estimate to provide an appropriate salary for a watershed coordinator would be around \$50,000.



- f. Once the WMA planning grant and hydrologic study are completed the LC watershed will be in a much better position to apply and receive grants for projects. The phrase spend money to get money can be applied in this situation.
  - g. Announcement: Holly Howard, Lower Cedar Watershed Coordinator has received a promotion to become a fulltime NRCS Soil Conservationist with benefits and a permanent position, as result she will no longer be able to serve as the watershed coordinator. "I truly have loved doing the watershed work and am committed to the Lower Cedar watershed efforts. I plan on continuing my involvement as a volunteer representative. It will look different, but if we all work together WE can still accomplish the goals we have been aiming for. Also, myself and a few others are actively working on what the plan will be moving forward with the WMA planning Grant."- Holly
7. Purchasing and ordering items approval
  - a. Banner design
  - b. Ordering a banner (Action) Motion by Bill Waldie, second by Jeff Sorensen. Motion carried.
8. Cedar River Coalition- update
  - a. Last meeting was Nov. 8. At the meeting a climatologist presented, plus many of the leading voices in the natural resources, WMA's, and Agriculture in the state. There were many great breakout groups where individuals were able to discuss with many of these leaders. A reoccurring thought was that IWILL would be a great thing to help improve a lot of the funding issues faced in the natural resources.
9. Other business
  - a. Member updates, announcements, and events
  - b. A Cedar River basin initiative RCPP proposal is being created and they will probably ask for a letter of support from the LCWMA board and the board thought it would be appropriate to send a letter of support.
10. Public Input: Jon Koch is formally letting the board know that there is interest for the City of Muscatine to join the LCWMA. The LCWMA is interested in the city joining as well.
11. Next Meeting – Tuesday, February 11<sup>th</sup> @ 6:30 PM Cedar County Courthouse
12. Meeting adjourned at 8:11 pm. Motion by Bill Waldie, second by Rich Golinghorst. Motion carried.

**Lower Cedar WMA - Receipts**

As of February 7, 2020

Contributions Received to date from the following:

Entity / Individual	FY 7-1-2018 thru 6-30-2019	FY 7-1-2019 thru 6-30-2020
William Waldie	\$500.00	
Blooming Hollow Developers	\$100.00	
Johnson County	\$500.00	\$1,000.00
Muscatine County SWCD	\$500.00	
Iowa Corn Growers	\$500.00	
Scott County SWCD	\$500.00	\$1,000.00
Scott County	\$500.00	
Cedar County	\$500.00	\$1,000.00
Cedar County SWCD	NA	\$500.00
Muscatine County	\$500.00	
City of Bertam	NA	\$150.00
City of Mt. Vernon	\$500.00	
City of Lisbon	NA	\$250.00
Linn County	\$500.00	\$1,000.00
City of West Branch	\$500.00	
City of Nichols	\$100.00	\$100.00
City of Wilton	NA	\$500.00
ECICOG *	NA	\$1,500.00
City of Walcott	NA	\$500.00
Interest Credited		\$134.65
	<u>\$5,700.00</u>	<u>\$7,634.65</u>

Total In Account (no claims paid as this time)

**\$13,334.65**

\* ECICOG contribution covers the Indian Creek WMA, Cedar Rapids, Marion, Robins and Hiawatha

To: Cities, Counties, Soil & Water Conservation Districts, and other stakeholders in the Lower Cedar WatershedFrom: Muscatine SWCD and other members of the Lower Cedar Watershed Management AuthorityDate: February 7, 2020Subject: Lower Cedar Watershed Management Authority Meeting on February 11, 2020

**BACKGROUND:** In 2010, Iowa lawmakers passed legislation authorizing the creation of Watershed Management Authorities (Iowa Administrative Code Chapter 466B Subchapter II). A Watershed Management Authority (WMA) is a mechanism for cities, counties, Soil and Water Conservation Districts (SWCDs) and stakeholders to cooperatively engage in planning and management at the watershed scale. A WMA is being formed for the Lower Cedar Watershed including parts of Cedar, Johnson, Jones, Linn, Louisa, Muscatine, and Scott Counties.

A WMA is formed by a Chapter 28E Agreement by two or more eligible political subdivisions within the watershed. A board of directors governs the WMA, which may undertake the following activities:

- Assess and reduce flood risk;
- Assess and improve water quality;
- Monitor federal flood risk planning and activities;
- Educate residents of the watershed regarding flood risks and water quality; and
- Allocate moneys made available to the Authority for purposes of water quality and flood mitigation.

A WMA does not have taxing authority and it may not acquire property through eminent domain.

**PUBLIC MEETING NOTICE:** The quarterly meeting of the Lower Cedar Watershed Management Authority board of directors has been scheduled for Tuesday, February 11 at 6:30 pm in the Cedar County Courthouse (400 Cedar Street, Tipton, IA 52772). This public meeting will be held in the large meeting room on the lower level of the courthouse. Cities, Counties, SWCDs and other watershed stakeholders are encouraged to attend and learn how they can collaborate with this important organization.

**MEETING AGENDA:** The complete meeting agenda follows, in addition to the full list of invited cities, counties, and SWCDs. Please post the agenda in a public location and share the invitation widely with staff, elected officials, and other interested stakeholders.

**Lower Cedar Watershed Management Authority  
Board of Directors Meeting**

**Tuesday, February 11, 2020 at 6:30 pm  
Cedar County Courthouse  
(large meeting room on lower level)  
400 Cedar Street  
Tipton, IA 52772**

**Meeting Agenda**

1. Call to order and introductions
2. Treasurer report
  - a. Confirm financial commitments for Fiscal Year 2021
  - b. Invoice requests
4. Watershed Coordinator update
  - a. TNC agreement with NRCS for Iowa Partners for Conservation grant
  - b. Estimated timeline for coordinator hire
5. DNR Watershed Planning Grant update
  - a. Action item: Authorize WMA Board Chair to execute contract with DNR
  - b. Upcoming Grant Tasks:
    - i. Develop and publish planning services Request For Proposals (subcommittee)
6. WMA Funding Discussion
  - a. Introduce funding formula concept
  - b. Example funding formulas (Indian Creek WMA, Middle Cedar WMA)
  - c. Discuss target budget amount
7. Other business
  - a. WMAs of Iowa update
  - b. Member updates, announcements, and events
8. Public Input
9. Next Meeting – Set date for May 2020
10. Adjournment

***Please post this meeting notice and agenda in a public location.***

### Lower Cedar WMA – Eligible Members

<b>Counties &amp; SWCDs</b>	<b>Cities</b>
Cedar	Alburnett
Johnson	Atalissa
Jones	Bennett
Linn	Bertram
Louisa	Cedar Rapids
Muscatine	Conesville
Scott	Durant
	Fredonia
	Hiawatha
	Lisbon
	Lone Tree
	Marion
	Martelle
	Mechanicsville
	Mount Vernon
	Nichols
	Robins
	Springville
	Stanwood
	Stockton
	Tipton
	Walcott
	West Branch
	West Liberty
	Wilton