



West Branch City Council
 City Administrator's Report
 7/06/20

Pending Action Items:

(Wastewater Topic)

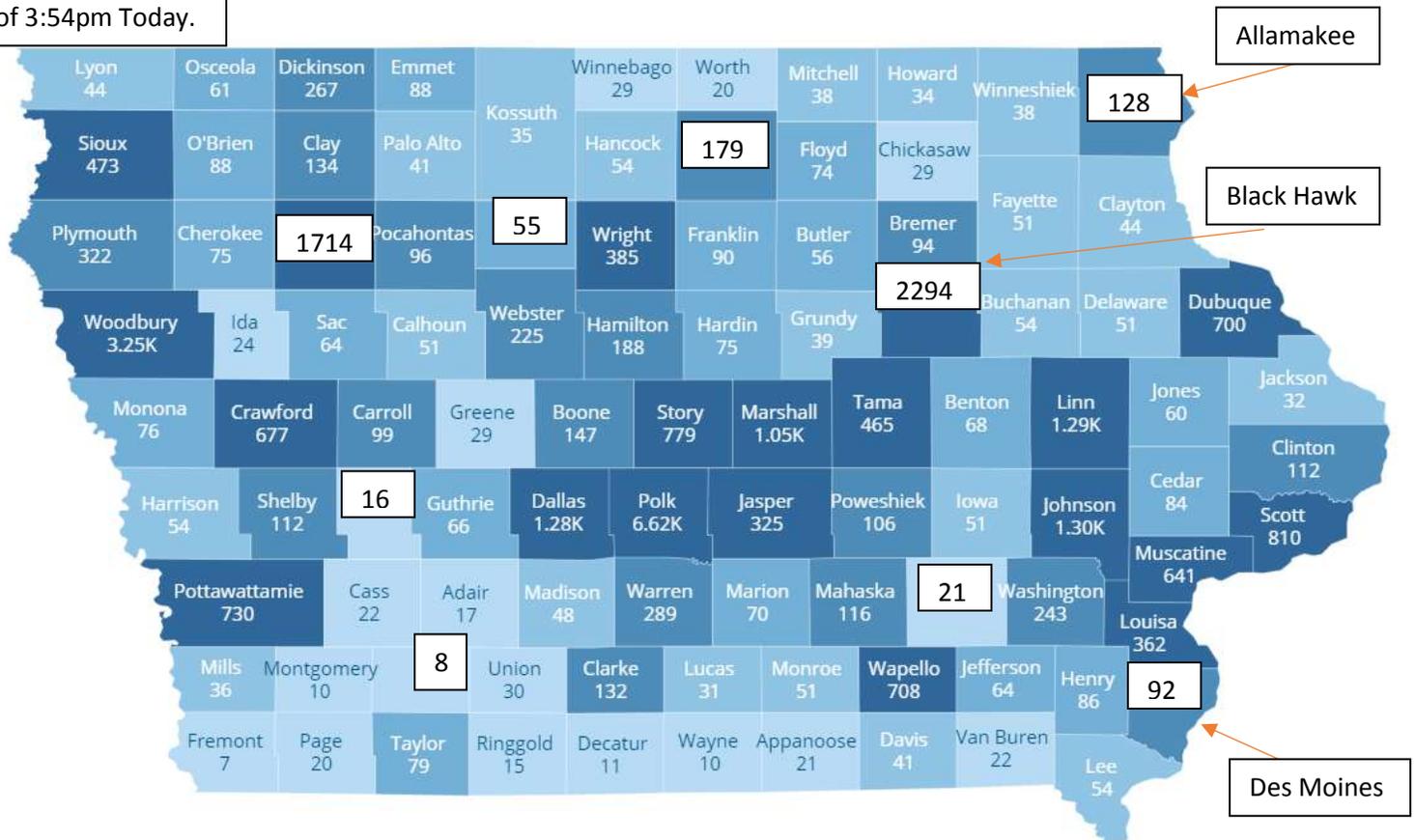
In the continuous effort to keep wastewater treatment affordable, or at least as low as possible the city has submitted (on 6/25) an Iowa Economic Development Authority (EDA) application for a \$1,986,756. This is maximum eligible under the latest provisions of the grant. At one time this amount was at a maximum much higher but it was adjusted to support project that were closer to "shovel-ready". Although, in wastewater terms our project is pretty close EDA wants greater funding going to projects that have already undergone 50% design or higher. If we are able to succeed in receiving this grant it will go a long way in assisting keeping our rates lower.

During the research and development of this grant it was noticed that the gravel road places a substantial demand on the filter system and process of the wastewater treatment blower system. This particular concern during the summer months. This is the system that oxygenates the lagoons in order to gives greater efficiency to the enzymes, which breakdown bio solids in the lagoon. For this reason, the city's been asked to consider the Revitalize Iowa's Sound Economy (RISE) as a source of funding a pave road along the wastewater treatment facility.

Report from the Desk of the City Administrator:

- City Safety Committee recommends continuing the city's COVID-19 protocols for at least another month. Jose Gongora, our Safety Committee Consultant has agreed to make himself available to answer an of the City Council's questions at 915-227-1002. As many of you may know Mr. Gongora currently also serves as the safety coordinator for Kinze Manufacturing. *Information forwarded by members of the City Safety Committee.*

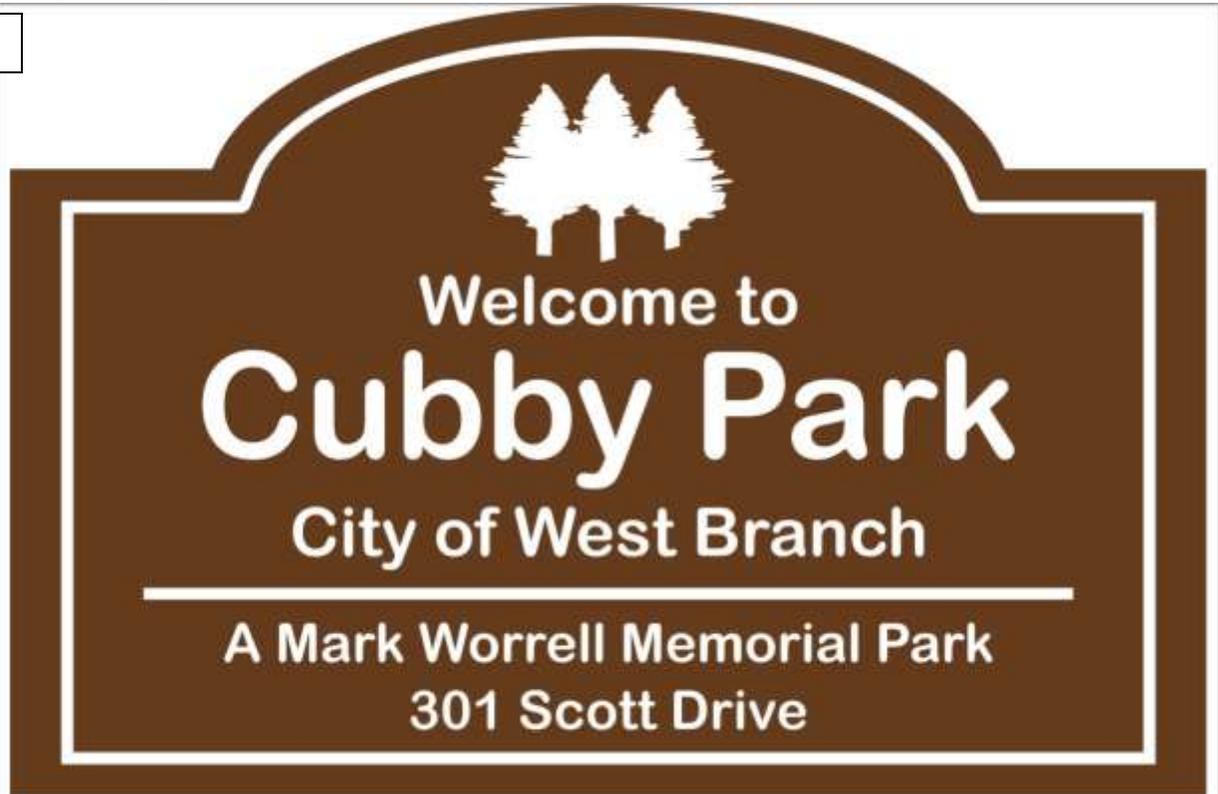
As of 3:54pm Today.



We've seen COVID cases continue in its upward trend in our area over the last couple months. Including total active cases over the past seven day period. The state continues to increase as a whole and we're nearing 10,000 active cases statewide.

- Cubby Park Sign (proof):

Side 1



Side 2



- At this time the City Council is still practicing Social Distancing. With City Council Meetings still using Zoom for the Public audiences over 10 people. At the time the Council indicated that this practice would continue until July. Our next meeting will be July 6th. Is there any new direction that the city should adhere to before this meeting or after? Elsewhere the city continues to take precautions but regular working conditions are slowly being restored.
- The Final Report for the Derelict Building Grant was submitted and received by DNR on time. I have received unofficial word that our grant reimbursement will be for 50,890. We paid our final invoice from Barnhart's Custom Services for \$44,820.00; we received a total of \$10,000 payment for the purchase of rock to date, we have approximately 5,474 tons remaining. At \$3.75 we estimate an additional \$20,527.50 by the end of the summer for rock sales.
- Met with Chad developer of the BP site. He has expressed concern that the storm water infrastructure could have challenges because it would involve larger new system and tapping into the city's smaller aging system. He believes from the water he has been able to witness thus far this year the best way to handle storm water from his site is have an easement from Gaskill. If this doesn't happen he believes the city may have to upgrade its storm water infrastructure along S. 4th Street between Cookson and South Maple Street. He is very interested in the developments between the City and Gaskill family because it could impact the BP Site development.

Follow up / Reminder Items:

- *I had follow up meetings with the Eastern Iowa Region Crisis System and the West Branch Area Religious Council with regards to coordinating our \$25,000 West Branch Food Pantry Grant. Initial inspection indicates there may be a number of resolutions that will need to be approved because the funding is connected to Federal Community Development Block Grant (CDBG) funds. Now that the most of the preliminary policies and resolutions have been approved, I will begin work on the program development portion of the project (creating a plan to spend the funds). There have been several request proposed. Once I have a plan (which I will get early acceptance from state program coordinators), the city will need to have some type of public hearing in person or zoom. Then City Council will be asked to approve the plan, then the city will be able to move forward in implementing the plan.*
- *I met with Matt and drove the street at Crestview Drive to look at road maintenance issues as we have received complaints recently on the road condition in that area. It is apparent that something needs to be done but the level of repair is beyond normal patch work. This issue appears to be of need of a capital project consideration. With Road Use Tax dollars already expected to be decreased by 25% if not more. It is not expected to be able to address this road problem this fiscal year. However, it will be brought back to City Council during the next Budget cycle. Although funding continues to be a challenge we hope to revitalize our capital improvement plan this coming fiscal year even in the event that many projects will be unfunded.*
- I anticipate meeting with the Croell development sub-committee this week. Next steps will updated once a recommendation is studies.
- Police Chief and I have met with a representatives for a local social justice advocate group (today). They have made public information request for the Police Department procedure booklet and the Annual Budget as they would like to review the Police department budget. We are working to provide both copies of this information.
- Code Enforcement: We have our first code enforcement violation that have received a \$250.00 fine for a first offense violation for High Grass. This fine will levied in addition to the grass cutting expense of having city crews cut the on the property. The next offense should it happen this year will be a fine \$750.00; the third fine will be \$1000.00 based on the civil penalty section of our code (There are also criminal and administrative penalties).