



West Branch City Council  
City Administrator's Report  
5/3/21

**Pending Action Items:**

*(Wastewater Topic)*

We have closed on the State Revolving Fund loan for the Planning and Design for the SAGR wastewater treatment facility in the amount \$619,000. Staff still working on meeting with Iowa State Revolving Fund to understand how soon the City can begin to draw down funds to pay for some of the planning and design expenses the city has incurred. Currently staff and V&K has seek assistance from East Central Intergovernmental Association (ECIA) for work to conduct an Income Assessment Survey. In order for a West Branch Village sewer connection grant to be fund by a Community Development Block Grant (CDBG) the West Branch Village community would have 51% of its residents qualify as low/moderate income by Housing Urban Development (HUD).

*(28e Agreement with Johnson County - Roundabout)*

As a follow up to our last meeting with Johnson County representatives we communicated that the city was interested in moving forward with the non-roundabout "free" option; however, based on a previous Johnson County (Metropolitan Planning Organization (MPO) traffic study turn lanes were recommendation which would likely require Johnson County assume the cost. In either case, it was determined that this project would not happen this year. Likely the project could start 2022 or even 2023. The County is still working on the 28e agreement with language that would disallow an annexation for a negotiated time period, and/or a payment that would assist the county ensure their return on investment.

*(Wapsi Creek Widening)*

V&K continues to work with the Gaskill family on clarifying the scope of work for the Wapsi Creek Widening. V&K has presented project scope exhibits that minimizes the land needed from the Gaskill property, and the creek modeling date continues hold to a better than originally expected 18 inch reduction in flood water estimates. The attempt to work through a Memorandum of Understanding (MOU) has not gone anywhere, I shared with the Kim Gaskill the need to move forward with a MOU with little result. After sharing updates with the City Attorney, I agree that we should keep the imminent domain process moving forward.

*(Greenview Connection)*

Linn County Rural Electric Cooperative (REC) has been paid and has scheduled the work in the next couple of weeks. Alliant has assigned a new government representative Dean Colony who has asked if the city would move forward with its water main work so to cut the cost of digging. V&K has submitted project permit to the Department of Natural Resources. Once we get our permit approved we shall move forward water main relocation contract with Lynch Plumbing. Legal is working with land owners for right of way and project land agreements. V&K has also made the determinations where the weather siren is to be relocated and Matt Goodale will working on that once the utilities have been moved (as to avoid interfering with utility contractors).

*(Parkview Project)*

I will be meeting the project developer this week. I believe all of the storm water issues have been addressed. The only outstanding item that may still need to be addressed is an easement agreement.

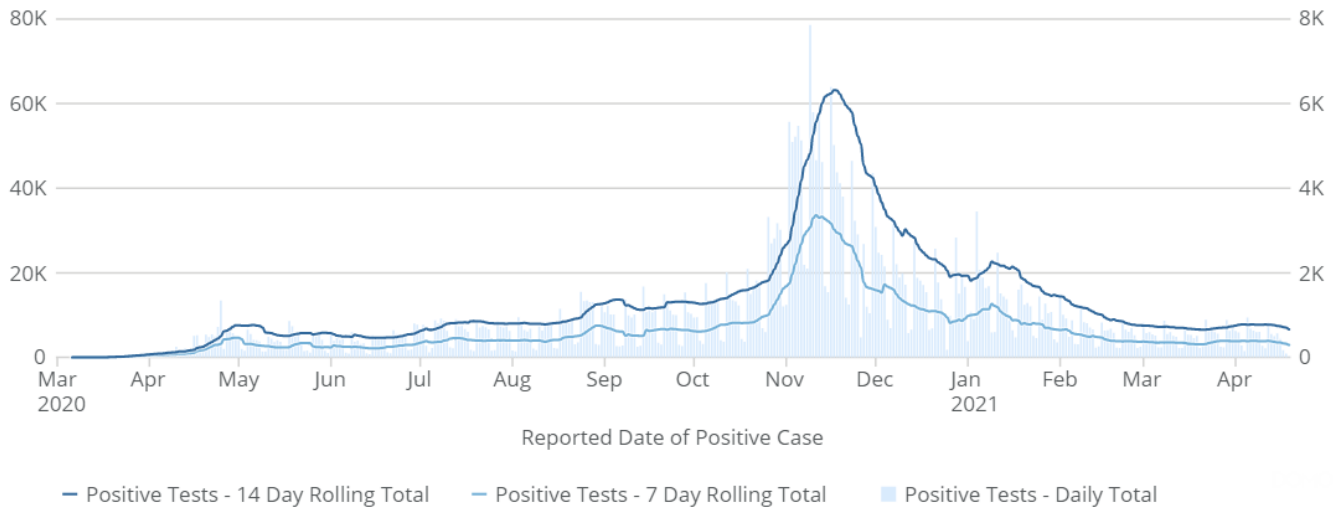
### *(Food Pantry Grant)*

The closing statement and project reimbursement request have been submitted. We will need to set the date for a project closing public hearing and submit to the state.

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

- Met with Staff to update we will be working on updating the Staff Work Plan and get timelines for outstanding projects.

### Positive Tests



### **Follow up / Reminder Items:**

- Food Pantry Grant receipts and invoices are beginning to come in. One of three Food Pantries (the West Branch Food Pantry) and the Community Development Group (CDG) have presented the city invoices.
- Will start working on finance officer recruitment next month for the replacement of retiring finance director Edgar June 31, 2021.