

## City Administrator Report to Mayor & City Council

August 7, 2015, Edition No. 185

### WEEKLY UPDATE:

1. Mississippi Drive Kick-Off: Please see the attached for meeting times and location for the Kick-off meeting. I hope you will be able to attend one of the stakeholder sessions as well on Monday or Tuesday per Emily's earlier email. Stakeholder meetings are Monday, Aug. 31 at 2 p.m. or Tuesday, Sept. 1 at 9 a.m. Please RSVP with Emily if you are able to attend.
2. CSO: Attached please find the July 2015 West Hill Sewer Separation Project Progress Report prepared by Karmen K. Heim, P.E. & Senior Environmental Engineer, Stanley Consultants.
3. CVB: CVB interviews began this week. City Staff and Greg Jenkins, Chamber CEO, are participating in the process which should wrap up early next week.
4. Hazard Mitigation Plan: Muscatine County was awarded a grant from the Federal Emergency Management Agency (FEMA) under its Hazard Mitigation Grant Program (HMGP) to update the 2010 Multi-Jurisdiction Local Hazard Mitigation Plan. The grant is administered through the Iowa Homeland Security and Emergency Management Division (IHSEMD). The planning grant agreement between Muscatine County and IHSEMD was fully executed on September 26, 2012. Muscatine County contracted with Bi-State Regional Commission to guide the preparation of a Local Hazard Mitigation Plan. The plan meets the requirements of the Disaster Mitigation Act of 2000 and is required before FEMA Hazard Mitigation grant applications can even be considered. Hazard Mitigation is NOT emergency response planning, and focuses more on preventing damage or loss of life from disasters. The final public input session will be held Tuesday, August 18, 2015 at 6:30 P.M. at the Muscatine County Environmental Learning Center, 3300 Cedar Street, Muscatine, Iowa. The draft of the plan is available on the County's website: <http://www.co.muscatine.ia.us/219/Emergency-Management>
5. Housing: The Housing Department has seen a small restructuring that involves moving two currently part-time Housing Specialists to full-time positions. These positions are presently in the pay plan. This provides staff coverage for the Clark House and Hershey Manor. The Assistant Director position will remain vacant. These changes provide opportunity for more flexibility and cross training and provide the department with an overall savings of \$12,900.
6. EAB: With the Emerald Ash Borer located in Muscatine County, city staff will be collecting tree data in the Right of Way and public grounds. Staff will be working with MAGIC on a program similar to the ADA sidewalk inventory. This will help the Parks and Recreation staff compile the tree inventory and assist in the future maintenance of both the Right of Way trees and Park trees.

7. Downtown CDBG: Upcoming Milestones:

- a. SHPO Review Completion- August 26
- b. Electrical Start- August 31
- c. Electrical Completion- October
- d. Facade Construction Start- October
- e. Stormwater Infrastructure Construction- October
- f. Stormwater Infrastructure Plantings- April 2016
- g. Facade Completion- June 2016



*The City of Muscatine  
requests your presence at the  
Kick-off Event  
for the*

*Mississippi Drive Corridor Project*

*Tuesday, September 1, 2015*

*5:30 p.m. - Pre-event Social Gathering*

*6 to 8 p.m. - Kick-off Event*

*Riverview Center*

*Muscatine, Iowa*

*Join us as we bring voices of the community together  
to create a shared vision for the future of the  
Mississippi Drive Corridor.*

*Please RSVP to Emily at [elafgren@muscatineiowa.gov](mailto:elafgren@muscatineiowa.gov) or  
by calling 563-264-1550.*



## PROJECT STATUS REPORT

<b>Project Name:</b>	City of Muscatine - West Hill Sewer Separation	<b>Month:</b>	July, 2015
<b>Prepared By:</b>	Karmen Heim	<b>Project Number:</b>	17660.30.02

“PHASE” refers to Design Package/Construction Contract

### **Progress for Last Month (July):**

#### **PHASE 3 (Phase 3A, 3B, 3C):**

##### **Phase 3A – Construction:**

- Completed and mailed annual July 15 EPA sewer separation progress report.
- Occasional site visit
- Attended construction progress meetings
- Began review of extra construction costs for 7<sup>th</sup> Street sewer
- Review RFI No. 01 contractor proposed solution to address poor and unstable soils at Alley #4 on Chestnut Street.
- Collaboration on 7<sup>th</sup> Street paving change, as requested.
- Review spec for testing and payment requirements for paving. Refer to 7-22 email.

### **Work Items for Coming Month (August):**

##### **PHASE 3 (3A, 3B, 3C) - Construction:**

- Attend meetings, as needed.
- Answer construction questions, as needed.
- Occasional site visit
- Finalize review of extra construction costs for the 7<sup>th</sup> Street sewer.

##### **Future:**

- Overall West Hill project planning, as needed.
- Target for Planning Phase 4 (location to be determined)
  - Preliminary Planning 2016
  - Design 2017
  - Bid and Construction 2018

### **Key Issues & Information Required:**

##### **PHASE 3 (3A, 3B, 3C)**

- none

##### **Critical Issues:**

##### **PHASE 3 (3A, 3B, 3C)**

- none