

## City Administrator Report to Mayor & City Council

October 16, 2015, Edition No. 194

### WEEKLY UPDATE:

1. Goals: Reminder that **Tuesday, October 27th** is our annual goal setting session. The session will start at 5:30PM in the Lower Level Conference Room.
2. United Way: The following is information related to the City-related Day of Caring activities: The 2015 Day of Caring sponsored by The United Way of Muscatine was held on Tuesday, September 30th with the following park and recreation projects included with their program:
  - a. Weed Park Tree care and mulching
  - b. Greenwood Cemetery landscape bed renovation and planting
  - c. Colorado Street/Weed Park tree plantings
  - d. Riverfront cleanup and planting bed renovation
  - e. Kent Stein Park tree mulching and planting bed cleanup
  - f. Fuller Park restroom building restoration
  - g. Weed Park Zoo Garden cleanup and planting bed mulching
3. Street Repaving: Per DPW Director Hill, we are requiring the contractor to repave the 4th & Chestnut intersection due to poor pavement and installation.
4. Soccer: The 2015 Fall State Cup Soccer Tournament sponsored by the Iowa Soccer Association will be held in Muscatine on the weekend of October 31st and November 1st. The event will involve the semi-final and championship games for each of the following divisions: Girls U15, Boys U15, Girls U16, Boys U16, Girls U17, Boys U17, Girls U18 and Boys U18 age groups. We have not hosted a State Cup game since the late 1990's when it was switched to Central Iowa. A quote from Craig Winger, Iowa Soccer Association as to why they requested to come to Muscatine "It was a consensus that all directors thought very highly of Muscatine and we think it's great they are willing to travel to play on the highest quality fields for our highest level of competition offered within the state. I think the directors are excited about the possibility and I'm excited to work with you guys to make this happen". We are happy to see the return of this state-wide tournament!
5. HNI: HNI has a request before P&Z to property acquisition (right-of-way) that will start with Planning and Zoning (Around Spring, E. 4th and Popular). These streets have been maintain (infrastructure and maintenance) by HNI and loop through their campus. A possible exchange includes several parcels along Mad Creek. Again, this is in the early stages and the ROW process starts with P&Z, but will ultimately end up with the City Council.
6. Housing Development: We have a developer that will be bringing a request for a workforce housing project to the November 12th City Council In-Depth Session. The developer has been working with the owner on the SW corner of Harrison and Bandag. Their plan would be to develop 50 +/- workforce housing units that would include 1, 2, 3, and 4 bed units. The project would

- total \$10,000,000 in development costs and they are seeking city support.
7. Riverfront: The Muscatine Parks and Recreation Department would like to announce that the Gas Dock will officially close for the season at 3:00 pm on Wednesday, October 21st, 2015. Purchases may be made between 8:00 a.m. and 3:00 p.m. Monday – Friday by contacting the Parks and Recreation office at 563-263-0241.
  8. CSO: Attached please find the September 2015 West Hill Sewer Separation Project Progress Report provided by Karmen K. Heim, P.E., Stanley Consultants.

### **ADDITIONAL INFORMATION:**

The Municipal Leadership Academy (MLA) provides municipal officials with a curriculum to assist them in effectively meeting the requirements of their office. The MLA workshop series is conducted every other year beginning shortly after the municipal elections. **We ask that you encourage those new to office, as well as anyone seeking a refresher course, to attend these important trainings.**

**MLA Part One** will be offered at six separate locations across the state. Each session will include more than 3 hours of instruction, a meal and a copy of the 2016 Iowa Municipal Policy Leaders' Handbook. The handbook is published by the Institute of Public Affairs and by itself is a \$30 value. The training is provided at a cost of \$75. The program will include the latest information and policy guidance on the following topics: City Budgets, Effective City Councils and Meetings, Ethics and Municipal Operations. Part One Locations:

- Storm Lake (Thursday, November 19, 2015)
- Charles City (Saturday, November 21, 2015)
- Atlantic (Thursday, December 3, 2015)
- Hiawatha (Saturday, December 5, 2015)
- Ottumwa (Thursday, December 10, 2015)
- Ankeny (Saturday, December 12, 2015)

**MLA Part Two** will be offered as an online training during the first week of 2016. We are requesting that city officials watch this training as a group during this week, but the program will be archived on the League Web site for viewing at your convenience. MLA Part Two can be viewed all at once or separately in order to fit within a city's orientation program for new officials. Topics for this training: The City Budget, Basics of Planning and Zoning and an orientation session titled You Got Elected, Now What? Cost of this training will be \$60.

**MLA Part Three** will be offered at six separate locations across the state and include the latest information and policy guidance on the following topics: Economic Development, Community Betterment (Including Nuisance Abatement) and Strategic Planning/Goal Setting.

[Additional information](#) and [online registration](#) is available now. Discounts are available for those wishing to register for the entire series (see the registration form or page for additional details). If you have any questions regarding the program please contact me at [marktomb@iowaleague.org](mailto:marktomb@iowaleague.org) or 515-244-7282.



## PROJECT STATUS REPORT

**Project Name:** City of Muscatine - West Hill Sewer Separation **Month:** September 2015  
**Prepared By:** Karmen Heim **Project Number:** 17660.30.02, 17660.40.00

“PHASE” refers to Design Package/Construction Contract

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

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

##### **Phase 3A – Construction:**

- Attended August Utility Meeting.
- Occasional site visits
- Attended construction progress meetings

##### **PHASE 4 Planning:**

- Tasks included review of project location for Phase 4 and segmenting remaining separation work based on costs.

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

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

- Attend meetings, as needed.
- Answer construction questions, as needed.
- Occasional site visit.

#### **PHASE 4 – Planning:**

- Review remaining project areas and consider what project locations could be candidates for Phase 4.
- Using project concept and costs from 2010 report, determine budgetary construction costs for possible Phase 4 locations.
- Future – schedule meeting for late October with Administration to provide update on planning activities
- Target for Planning Phase 4 (location to be determined)
  - Preliminary Planning and Survey 2016
  - Design 2017
  - Bid and Construction 2018

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

- none