

City Administrator Report to Mayor & City Council

2018.04.06, Edition No. 304

WEEKLY UPDATE:

- CSO: Please find attached the March 2018 progress report for the West Hill Projects. Karmen K. Heim, P.E., Senior Environmental Engineer, Stanley Consultants.
- CSO: The attached letter is being mailed for the upcoming public meeting for the neighborhood residents. The meeting is scheduled for Thursday, April 12, 2018 from 5:30 p.m. until 7:00 p.m. at the Wesley Family Life Center at 114 West 4th Street, across the street from Wesley United Methodist Church.
- Moody's: The City was able to maintain its Aa2 rating for the upcoming bond issuance. Please see the attached press release. Great news for Muscatine!
- ERC: I'd like to thank the ERC Committee members for putting on a great employee breakfast. Well done! It is great to get our team together and celebrate our employees years of service and the great work they do for Muscatine! Thanks to each and everyone!

Additional Items

Library:

The following are the notes from the construction meeting held on Wednesday, April 4th (RHill):

1. Furnishings:
 - a. Phase I anticipated delivery: April 16, 2018
 - b. Phase II anticipated delivery: Late April
2. Shelving:
 - a. Shelving installation - May 29, 2018
 - b. Shelving Move - June 6, 2018
3. Construction:
 - a. Mid American Glazing:
 - handrail reinforcement, glass installation
 - b. Welborn Painting:
 - repair sheetrock, punch list items, concrete stain at Lower Level
 - c. Ebling Carpet:
 - finish carpet, install vinyl, finish base
 - d. Shaw Electric:
 - wire security check points, punch list items
 - e. Week 15 Work Load:
 - i. pour concrete ADA ramp

- ii. finish cleaning
 - iii. finish punch list
- f. Resolution Accepting the completed Work - May 3, 2018 meeting
- 4. "The Story":
 - a. Pam/Hill project
- 5. Vending Operations:
 - a. 2-3 weeks installation
- 6. Signage:
 - a. Representative from Sign Pro to attend April 11th meeting
- 7. Parking Lot and Traffic Flow:
 - a. 2 additional handicap spaces
 - b. Identify Parking Lot Lighting (4/18 Board Meeting)
 - c. HNI parking request
- 8. Moving:
 - a. Library to close Mid May
 - b. Operational by June 15th
 - c. "Ready to Rock" June 30th
- 9. Disposition of Surplus Property:
 - a. Sell for scrap (\$.02 p/lb)
 - b. Public Surplus for other remaining items
- 10. Bike Racks:
 - a. Funding Source - Melon City Bike Club (In Progress)
- 11. HNI Additional Contributions:
 - a. Delivered or to be delivered
- 12. Donor Wall:
 - a. Fangman/Hill
 - b. CIAT consideration April 24th Meeting
- 13. Other:
 - a. Window Cleaning - End of May
 - b. Reading Garden - Surface covering - need cost estimate
- 14. By Next Meeting:
 - a. Signage Discussion
 - b. Moving Library Material
 - c. Muscabus Inquiry

Additional Information related to construction:

Construction activities are winding down. Subcontractors will return this week to complete items and work on punch list.

Mid American Glazing

- Handrail reinforcement on L2,L3.
- Install glass in SW L3.
- Finish glass door large conference room L3
- Install glass handrail in LL

Welborn Painting

- Repair sheetrock noted on punch list
- Touch up all walls on LL,L1,L2,L3
- Finish coat concrete stain on LL

Ebling Carpet

- Finish laying carpet on LL and light wells all floors
- Install vinyl in makers space and vending room
- Finish base installation on LL, L1

Shaw Electric

- Wire security check points at main and east entrance
- Finish punch list items

Week 15 work

- KE Flatwork will pour concrete for ADA ramp at main entrance
- Cleaning company will return to complete construction clean up
- Phase 1 Furniture begins to arrive



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Public Works

City Transit
263-8152

April 5, 2018

RE: Sanitary & Storm Sewer Separation Construction Project

Equipment Maintenance
Roadway Maintenance
Collection & Drainage
Building & Grounds
Engineering

Dear Owner/Resident:

Construction activities for the City of Muscatine's West Hill Area Sanitary & Storm Sewer Separation Construction Project - Phase 4A are projected to start during the last week of April or the first week of May, 2018. The work area includes 7th St. from Cedar St. to Locust Street. The construction will move from block to block beginning at Cedar Street. Also included is one block of Locust between W. 7th and W. 8th Streets.

Construction work, generally, will involve the removal of paving, digging a trench, placement of sewer pipe, backfilling the trench, and then replacement of the street, any driveways or sidewalks that were removed, and seeding of disturbed grass areas. The intent is to temporarily restore each block to useable condition by the residents as soon as practical after the sewer work has been completed. This will be followed by complete restoration with concrete paving. The Contractor is obligated to achieve substantial completion by Nov. 30, 2018.

Please be aware that courtesy walks between the sidewalks and street that are removed will not be replaced per City Ordinance. Fences on City property that are placed up against the sidewalks may have to be moved. Further, some trees on City property may be removed if they hinder construction activities or are buckling sidewalk panels. This is particularly true of the larger trees that are creating safety problems (tripping hazards) for pedestrians.

A public meeting for the neighborhood residents is scheduled for Thursday, April 12, 2018 from 5:30 p.m. until 7:00 p.m. at the Wesley Family Life Center at 114 West 4th Street, across the street from Wesley United Methodist Church. City staff will be in attendance to describe the project and answer any questions you may have regarding how it will affect your ability to access your property. Your attendance is strongly encouraged.

Sincerely,

Jim Edgmond
City Engineer

**"I remember Muscatine for its sunsets. I have never seen any
on either side of the ocean that equaled them" — Mark Twain**



PROJECT STATUS REPORT

Project Name: City of Muscatine - West Hill Sewer Separation **Month:** March 2018
Prepared By: Stanley Consultants **Project Number:** SCI: 17660: 30.02, 42.00; 43.00
"PHASE" refers to Design Package/Construction Contract

Progress for Last Month (March 2018):

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

Phase 3A/3B/3C – Construction:

- Participated in contractor progress meeting early March.

Phase 4 Final Design:

- Completed ADA exception reports and provided to City.
- Submitted Iowa DNR Wastewater construction permit late February. Received permit from DNR. Revision requested on permit description and revision received in March.

Phase 4 – Bidding:

- Provided plans and specs to plan houses and bidders as requested.
- Answer bidder questions
- Coordination with City on bidding topics
- Prepared and conducted pre-bid meeting
- Prepared and issued Addendum No. 1
- Attended bid opening and tabulated bids
- Prepared letter of recommendation to award to KE Flatwork.

Work Items for Coming Month (April 2018):

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

- Assist as requested with construction topics.

PHASE 4 – Final Design:

- Renew DNR NPDES General Permit No. 2 to be used for Phase 4. Expires May 2018.
- Future – prepare planning schedule for Phase 5.
- EPA Annual Report – Due July 2018

PHASE 4 – Bidding and Construction:

- Bidding
 - Issue notice of award and prepare agreements
 - Prepare contract for owner and selected contractor
- Provide construction services as needed
 - Answer questions during construction
 - Assist with shop drawing review
 - Attend preconstruction meetings, progress meetings, and periodically visit site
 - Interpret drawings and specifications
 - Assist with instructions to contractor and change orders.

Key Issues & Information Required / Critical Information: None

Rating Action: Moody's assigns Aa2 to Muscatine, IA's GOULT

Global Credit Research - 05 Apr 2018

New York, April 05, 2018 -- Moody's Investors Service has assigned a Aa2 rating to the City of Muscatine, IA's \$4.1 million General Obligation Corporate Purpose Bonds, Series 2018. Moody's maintains the Aa2 rating on the city's outstanding general obligation unlimited tax (GOULT) debt, impacting \$16.8 million.

RATINGS RATIONALE

The Aa2 rating reflects the city's stable, moderately-sized tax base located along the Mississippi River and a trend of positive financial operations and improving reserve levels. Additional considerations include the city's manageable debt burden, and moderate exposure to unfunded pension liabilities.

RATING OUTLOOK

Moody's does not typically assign outlooks to local government credits with this amount of debt.

FACTORS THAT COULD LEAD TO AN UPGRADE

- Significant expansion and diversification of the tax base
- Strengthening of socioeconomic characteristics
- Continued growth in reserves, bolstering financial flexibility and liquidity

FACTORS THAT COULD LEAD TO A DOWNGRADE

- Trend of imbalanced financial operations leading to material declines in reserves
- Weakening of the local economy as evidenced by depreciation of property values, increased unemployment, or a decline in the city's socioeconomic profile
- Substantial increase in the city's debt burden

LEGAL SECURITY

Debt service on the Series 2018 bonds is secured by the city's ad valorem property tax pledge, which is unlimited as to rate or amount, as well as revenues from the Water Pollution Control Plant.

USE OF PROCEEDS

Proceeds from the Series 2018 Bonds will be used to fund various capital improvement projects.

PROFILE

The City of Muscatine is located along the Mississippi River, approximately 30 miles southwest of Davenport (Aa3). The city serves a resident population of nearly 24,000.

RATING METHODOLOGY

The principal methodology used in this rating was US Local Government General Obligation Debt published in December 2016. Please see the Rating Methodologies page on www.moody's.com for a copy of this methodology.

REGULATORY DISCLOSURES

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