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## City Administrator Report to Mayor & City Council

2018.09.07, Edition No. 323

### WEEKLY UPDATE:

- In-Depth Session: The September In-Depth session presently has the following items on the agenda:
  - Pumping Station Discussion (2nd Street)
  - Community Development: Top Ten List and Property Disposal (Generic) Discussion
  - ADA Parking (Mississippi Drive)
- Iowa League: Reminder that the Iowa League of Cities Annual Conference is next week from Wednesday through Friday. I will be attending in Council Bluffs and Nancy Lueck will be standing in for me at the In-Depth session. For more information: <https://www.iowaleague.org/Conference2018/Pages/2018Conference.aspx>
- Mississippi Drive: The ribbon cutting for Mississippi Drive has been tentatively reschedule for Thursday evening (September 20th) before the Council meeting with the street opening the following day. More to come...
- Reminder: The branding/marketing discussion was deferred to the October In-Depth session.
- Redevelopment: City staff has spoken with the communities of Bettendorf and Iowa City as we gather information on redevelopment of the Carver Corner area (and the Library). We will be meeting and preparing a discussion item to review with Council with recommendations on how to move forward with these opportunities.
- Opportunity Zones: Here is some information and links from IEDA on Opportunity Zones:
  - Frequently asked questions- from the Internal Revenue Service: <https://www.irs.gov/newsroom/opportunity-zones-frequently-asked-questions>
  - Article describing Opportunity Zones- from Accounting Today: <https://www.accountingtoday.com/opinion/opportunity-zones-an-innovative-investment-vehicle-created-by-the-tax-cuts-and-jobs-act> and <https://www.enterprisecommunity.org/download?fid=9949&nid=7331>
  - This link provides a good deal of information including a webinar and articles from different sources, under "Headlines": <https://www.cdfa.net/cdfa/cdfaweb.nsf/resourcecenters/OZ.html>
- Upper Mississippi River Conference: Please see the following link for more information on the conference (October 24-25): <http://www.riveraction.org/umrc/>
- Police: FYI - Contained in the 2018/2019 Police Operations is \$9,500 for a Rimage DVD robot. We asked for this to replace an aging DVD robot for our WatchGuard squad video system. On our WatchGuard (WG) server Records creates case files for arrests, traffic stops and other LE activities. These case files

contain any squad video recorded from that incident or could be related to it. Records will then add any digital photographs and digital audio recordings related to that incident. These case files then were burned to a DVD through the connected Primera DVD robot and sent to the prosecutor's office. We were burning thousands of DVD's for this purpose and sending them daily to the County Attorney's office. In the past couple of months we were able to connect the County Attorney's office directly to our WatchGuard server which allows them to export cases to their office computers. This has greatly cut down on the need to burn discs. One other process we have been working on and expanding is how to eliminate the need to burn digital photos and digital audio recordings to discs. We were burning two discs per submission with one going to evidence and the second one going to records. Over the last year we have started having the officers submit the photos and interviews to a section of the records server in place of creating the two discs. This has worked well enough that we are hoping to expand it to videos created outside of the squad cameras. The success of these two projects has greatly cut back on the need to burn discs but it has created a new need. The Records Server where the photos are stored needs to be expanded in size and should be replaced. John Kreuzenstein has priced out a new, larger server for \$4,964.00. The expansion of the Records server will allow us to further cut the number of disc media we use and allow us to give the CA's office direct access to building video and photographs further reducing the use of disc media. This will save the City about \$4,500.

- GMCCI: The CVB is working to create a quarterly report based on a draft they prepared early in the year, staff feedback and other community examples. Historically, we have received an update annually during budget. Hopefully we can work together to gather useful data on the ongoing efforts of the CVB and Community related to visitors and tourism. The CVB is looking to present at the next regular council meeting in September.

#### Additional Information

The following are the notes from the Team Meeting held on Wednesday, September 5th (RHill):

1. Phase IVA - West Hill Sewer Separation:
  - a. Updated Sewer Schedule:
    - i. Sanitary installation on Spruce from 7th to 8th Underway
    - ii. Sanitary installation on Locust from 7th to 8th Underway
    - iii. Water services at Locust completed
    - iv. Ravine Maintenance ongoing
  - b. Updated Earthwork and Rocking Schedule:
    - i. Staking from Spruce to Locust in progress
    - ii. September 10th - Earthwork & Rocking
  - c. Updated Paving and Sidewalk schedule:
    - i. September 17th - Trimming
    - ii. September 17 - 21: Pave four blocks (Iowa thru Spruce)
    - iii. September 24th: Pave intersections
  - d. Muscatine Power and Water:
    - i. Water main installation on Locust (#7 alley to 8th St.) completed

- e. November 9th: Complete taring , backfill and seeding
  - f. Project Signs to be installed for Phases IVA, B & C (Contractor's cost)
  - g. Work schedule impacted by weather delays
  - h. Contract Completion Date: November 30th
2. Mississippi Drive Corridor Project:
- a. Completed work thru September 5th:
    - i. E. 2nd St. and Oak - concrete removal and earthwork
    - ii. E. 2nd St. and Oak - Proof rolled, tiled and rocked
    - iii. KE finished duct bank concrete
    - iv. Cedar St. Traffic Signals installed
    - v. Street lights installed
  - b. Upcoming work schedule:
    - i. Heister Masonry & ASI working on district monuments
    - ii. KE - finish backfilling on Mississippi Dr. from Chestnut to Walnut
    - iii. KE - Place river rock along train tracks at Mulberry, Cedar & Iowa
    - iv. KE - Caulk expansion joints and tar
    - v. Heritage - continue landscaping
    - vi. Heritage - remulch Phase 1 on Friday (7th)
    - vii. Heritage - Place fabric and river rock on Sycamore St.  
--- Sycamore landscaping continues to wash out
    - viii. KE - hydro seed and sod Phase 2
    - ix. KE - E. 2nd St - tile, proof roll and rock
    - x. KE - 2nd/Oak - Trim Thursday/Friday (6th & 7th)
    - xi. KE - 2nd/Oak - Pave week of September 10th
  - c. Important dates:
    - i. September 6th/7th: Mississippi Dr. closed (all lanes) from Pine to Broadway
    - ii. September 14th: Final walk through followed by Punch List - Phase 2
    - iii. September 20th: Ribbon Cutting for Mississippi Dr.
    - iv. September 21st: Mississippi Dr. opened to traffic
    - v. October 1st: E. 2nd/Oak open to traffic
3. Riverside Park Master Plan:
- a. Reviewing Options for Beer Garden and Truck Vendors
    - i. Potential Fundraising opportunity for non-profits
  - b. Recommended restroom locations: Riverview Center/Papoose Pump Station
4. 2017/2018/2019 Sidewalk Program:
- a. Work underway at Tanglefoot Lane
    - i. Island removed
    - ii. Sidewalk being formed
5. Grandview Ave. Reconstruction Project:
- a. Staff/Consultant meeting: September 17th
  - b. Property acquisition/easement process started
  - c. Project Schedule:
    - i. October 9th: Check Plans to DOT
    - ii. November 8th: Presentation to City Council

- iii. November 20th: Final Plans to DOT
  - iv. December 6th: Resolution Setting a Public Hearing
  - v. December 20th: Public Hearing & Approve Plans and Specs
  - vi. February 19th: Bid Opening
  - vii. March 7th: Award Contract
  - viii. March 21st: Approve Contract & Bond
  - ix. 2019: Construction from By-Pass to Oregon
  - x. 2010: Construction from Oregon to Pearl
  - d. Bi-State project review underway
6. 2nd/Mulberry Roundabout Design:
- a. Property acquisition negotiations in progress
  - b. Council action/Bidding/Construction immediately following acquisition
7. Westside Trail:
- a. Environmental Phase I Cultural Resources review progressing
  - b. Topographical survey underway
  - c. Developer/Crossroads discussion progressing
  - d. Door hangers distributed to property owners adjacent to Trail route
  - e. Soccer Complex Parking Lot/trail work underway
8. Quiet Zone:
- a. Smith Seeding work completed
  - b. Vandalism Plan (Mad Creek crossing):
    - i. install security camera closer to trail crossing
    - ii. Install sign: "Photo Surveillance Enforced"
9. 2nd Street Improvement Project/Design:
- a. Waiting for Bolton-Menk final proposal
  - b. 2020 Project schedule
10. Kent-Stein to Deep Lakes Trail:
- a. DOT authorized the City to move forward with proposal received from BMW
  - b. City Staff will begin preparing documentation for final audit
11. Old Library Site:
- a. Development Options???
  - b. Other possible uses to be determined
12. 2018 Full Depth Patch Program:
- a. Division St. needs finished seeding and sealing
  - b. Stewart Road (Dick Drake Way to Sampson) underway
  - c. Houser (Musser to Hershey) underway
15. City hall Security:
- a. Quotes needed for doors
16. Carver Corner Development:
- a. Meetings with Bettendorf and Iowa City held

- b. Staff review to identify:
  - i. goals
  - ii. process

17. Phase V - West Hill Sewer Separation Design

- a. Will meet with Stanley's representative(s) September 20th
- b. Surveying could begin in January-March 2019

18. 2019 Projects:

- a. Grandview Ave.
- b. Westside Trail
- c. Phase IVB West Hill Sewer Separation
- d. Park Ave. three lane reconfiguration and reconstruction
- e. Roundabout at Fulliam & Houser
- f. Riverside Park Development
- g. DOT Lake Park Facility Design
- h. 2nd St. Improvement Project - design
- i. City Hall HVAC Envelope
- j. 2nd/Mulberry Roundabout
- k. Carver Corner Development Process