



PROJECT STATUS REPORT

Project Name: City of Muscatine - West Hill Sewer Separation **Month:** September 2019

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 (September 2019):

Phase 4 – Construction:

- Attend contractor progress meetings
- Various communication including ITC log update, MPW ITC and record drawing coordination, substantial completion contract requirements, sanitary manhole on Fuller Street.

Phase 5 – Planning:

- Project reporting and program maintenance
- Prepared for and provided Phase 5 meeting update, Sept 26.
- Coordination with Martin and Whitacre on survey status.
- Phase 5 surveying by Martin & Whitacre in September. Field work is approximately 95% complete with office processing of data at 50% complete.
- Provided information on sanitary flows to Papoose Creek Pump Station.

Work Items for Coming Month (October 2019):

Phase 4 – Construction:

- Provide construction services as needed
- Answer questions during construction
- Attend construction progress meetings
- Assist with shop drawings

Phase 5 – Planning:

- Program Maintenance & Planning.
 - Continue to review televising data/report. Write summary memo.
 - Review sanitary services data and info collected by City staff.
 - Review survey data from ravine survey.
 - Complete meeting notes from Sept 26 meeting. Provide updates to City as needed.
 - Phase 5 project budgeting, resource scheduling.
 - Concept Design Phase 5 (30% design) scheduled November 2019 – March 2020.
 - Survey to continue – Martin and Whitacre survey of the remaining part of the Phase 5 area. Estimated delivery early November 2019.
 - Next PH 5 update meeting is tentatively set at Dec 19, 2019, 10am at public works.

Key Issues & Information Required / Critical Information:

- none



Gregg Mandsager
City Administrator
City Hall, 215 Sycamore St.
Muscatine, IA 52761-3840
(563) 264-1550 Voice/TT

City Administrator Report to Mayor & City Council

2019.10.11, Edition No. 359

WEEKLY UPDATE:

- Goals: Staff is meeting on October 14th to do two things – prepare an update to the current year's goals as requested by Patti Seda for the evaluation process and to review and prepare draft goals for the City Council's consideration. We need to set a date for the Council's annual goal setting session. It appears that **October 29th will work to hold the goal session or a majority of council members? Mayor Broderson has request a 4:30PM start.**
- CSO: Attached please find the September 2019 program progress report for West Hill Sewer Separation Project. Karmen K. Heim, P.E., Senior Environmental Engineer, Stanley Consultants.
- ICMA: I will be attending the ICMA Conference (Leaving on the 19th and returning on the 23rd). I have been appointed to ICMA's Sustainable Communities Advisory Committee. The mission of ICMA's Sustainable Communities Advisory Committee is to support the advancement of more sustainable, livable and resilient communities.
- Iowa League Municipal Leadership Academy: Per the League's website, the MLA offers education on a variety of important city government topics and is a great way to prepare for your role as a city official. MLA is designed to help all city officials better understand their role in municipal government and how to effectively serve their community. It is widely considered essential training for elected officials, especially those recently elected to office. The three-part training series offers a comprehensive overview of city government and is presented by the Iowa League of Cities and the Office of State and Local Government. Here is the link for more information: <https://www.iowaleague.org/Pages/MLA.aspx>. I'd encourage you to review the sessions to see if there are any interesting sessions. The League Website list other upcoming training and online training as well.
- MFPSI: At its October 3, 2019, meeting, the Board of Trustees adopted a city contribution rate of 25.31% of earnable compensation for the fiscal year beginning July 1, 2020. See the attached memo for more details. Terry Slattery, CEBS, MFPSI Executive Director.
- In-Depth Presentations (Papoose and SBFL PPTs to follow in second separate email given the sizes of the various presentations).
- Projects: Please find attached the notes from the Team Meeting on October 9, 2019. If you have any questions, please let me know. RHill

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

- In-Depth: Presentations from the 2019.10.10 In-depth Session are included for your use.

City of Muscatine

Budget Basis Financial Statement Overview

Year Ended June 30, 2019

City of Muscatine, Iowa
General Fund

Statement of Revenues, Expenditures and Changes in Fund Balance
Year Ended June 30, 2019

Revenues:

Taxes:

Property	\$ 7,390,214.32
Utility	26,387.86
Hotel/Motel	494,951.06
Cable Franchise	158,716.51
Utility Franchise	220,448.02
Licenses and permits	440,277.19
Fines and forfeitures	492,157.55
Intergovernmental	889,428.55
Charges for services	523,862.94
Use of money and property	187,098.08
Other	<u>881,396.04</u>
 Total revenues	 <u>\$ 11,704,938.12</u>

Expenditures:

Current:

Public safety	\$ 9,549,675.85
Public works	2,660,908.83
Health and social service	50,000.00
Culture and recreation	3,123,526.74
Community and economic development	844,865.24
General government	2,613,798.44

Capital outlay:

Public safety	68,695.65
Public works	143,151.73
Culture and recreation	224,991.07
Community and economic development	2,362.00
General government	59,461.88

Total expenditures

\$ 19,341,437.43

Revenues (under) expenditures

\$ (7,636,499.31)

Other financing sources (uses):

Operating transfers in (includes transfers from the Employee Benefits, Road Use Tax, Ambulance, Perpetual Care Interest, and TIF funds)	\$ 8,290,768.18
Operating transfers out (includes transfer of tax levy proceeds to the Transit fund and levee capital project fund as well as transfers to the Equipment Replacement and Computer Replacement funds)	<u>(601,526.34)</u>
Total other financing sources (uses)	<u>\$ 7,689,241.84</u>
Revenues and other sources over (under) expenditures and other uses	\$ 52,742.53
Fund balance, June 30, 2018	<u>4,833,129.73</u>
Fund balance, June 30, 2019	\$ 4,885,872.26
Less reserve for encumbrances	<u>86,186.48</u>
Unreserved balance, June 30, 2019	<u>\$ 4,799,685.78</u>

**City of Muscatine
General Fund
Fund Balance Analysis
Fiscal Year Ended June 30, 2019**

Original Budget - Ending Fund Balance	\$ 4,299,690
Original Revised Estimate - Ending Fund Balance	\$ 4,660,341
Actual Ending Fund Balance (Reflects all Encumbrances including those funded from Road Use Tax)	<u>\$ 4,799,686</u>
Actual over (under) Revised Estimate by	<u>\$ 139,345</u>
General Fund Balance as a Percent of FY 2018/2019 Expenditures (Revised Estimate Projected Percentage at 21.6%)	<u>24.07%</u>

NOTE:

Actual Ending Fund Balance <u>Without</u> Road Use Tax Funded Encumbrances (\$40,369 of Encumbrances will be funded from Road Use Taxes in FY 20)	<u>\$ 4,840,055</u>
Actual over Revised Estimate <u>Without</u> Road Use Tax Encumbrances	<u>\$ 179,714</u>
General Fund Balance as a Percent of FY 2018/2019 Expenditures without Road Use Tax Funded Encumbrances	<u>24.27%</u>

**Budgeted Items not Purchased - Requested to be Carried Forward
to FY 2019/2020:**

City Council Budget - City App	\$ 11,200
Building and Grounds - New Library HVAC Roof Unit	9,700
Soccer Complex - Bermuda Grass for Field #8	6,000
Roadway Maintenance - Dump Truck	45,000
Roadway Maintenance - Pickup Truck	30,000
Snow & Ice Control - Anti-Icing System	25,000
Traffic Control - Street Name Signs	<u>4,700</u>
Total Carry Forward Items	\$ 131,600
Carry Forward Items to be Funded from Road Use Tax	(104,700)
Net Impact of Carryforwards on General Fund balance	<u>\$ 26,900</u>

* Revenues under original Revised Estimate by \$159,642:

Significant Revenue Items:

Tax Collections <u>over</u> Revised Estimate	\$ 9,149
Utility Taxes <u>over</u> Revised Estimate	1,087
Utility Franchise Fees <u>over</u> Revised Estimate	14,748
Commercial/Industrial State Reimbursement <u>under</u> Revised Estimate	(16,199)
Cable Franchise Fees <u>under</u> Revised Estimate	(4,783)
Road Use Tax Transfer in to General Fund <u>under</u> original Revised Estimate (Corresponding Public Works expenditures also under Rev. Est.; Transfer for \$40,369 of Encumbrances will be done in FY 20)	(102,555)
Employee Benefits funding <u>over</u> Revised Estimate (Corresponding expenditures also over Rev. Est.)	7,765
Health Insurance Wellness Program funding <u>under</u> Revised Estimate (Corresponding expenditures also under Rev. Est.)	(6,827)

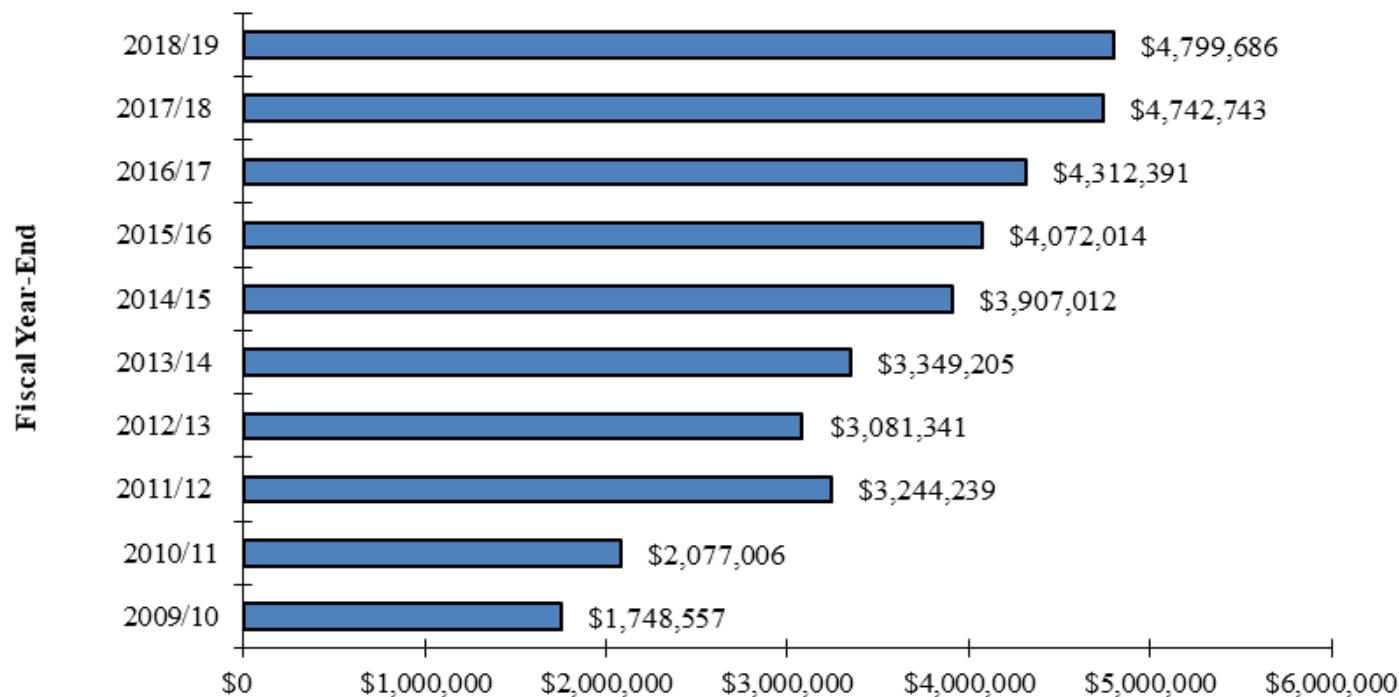
Hotel/Motel Tax <u>over</u> Revised Estimate	34,951
Community Development Revenues <u>under</u> Revised Estimate	(31,355)
Library Revenues <u>under</u> Revised Estimate	(1,313)
Art Center Revenues <u>under</u> Revised Estimate	(3,480)
Parks and Recreation Revenues <u>under</u> original Revised Estimate	(55,444)
(Aquatic Center under by \$20,390; Kent Stein and Soccer under by \$18,452; Riverview Center and Pearl City Station Rentals under by \$11,075; weather and flood)	
Cemetery Revenues <u>over</u> original Revised Estimate	19,660
Public Works Revenues <u>under</u> original Revised Estimate	(21,488)
Police Grants <u>under</u> Revised Estimate	(12,753)
Court Fines <u>under</u> Revised Estimate	(254)
Automated Traffic Enforcement Fines <u>under</u> Revised Estimate	(63,061)
(Primarily due to traffic cameras not being turned back on until March 1, 2019; ordinance change needed, changes in notices, etc.)	
Other Police Revenues <u>over</u> Revised Estimate	13,677
License and Permit Revenues <u>over</u> original Revised Estimate	632
Fire Department Revenues <u>over</u> original Revised Estimate	8,970
Interest Income <u>over</u> original Revised Estimate	46,130
Various Other Revenues <u>over</u> Revised Estimate (Net)	<u>3,101</u>
	<u>\$ (159,642)</u>

* Expenditures under Original Revised Estimate by \$298,238:

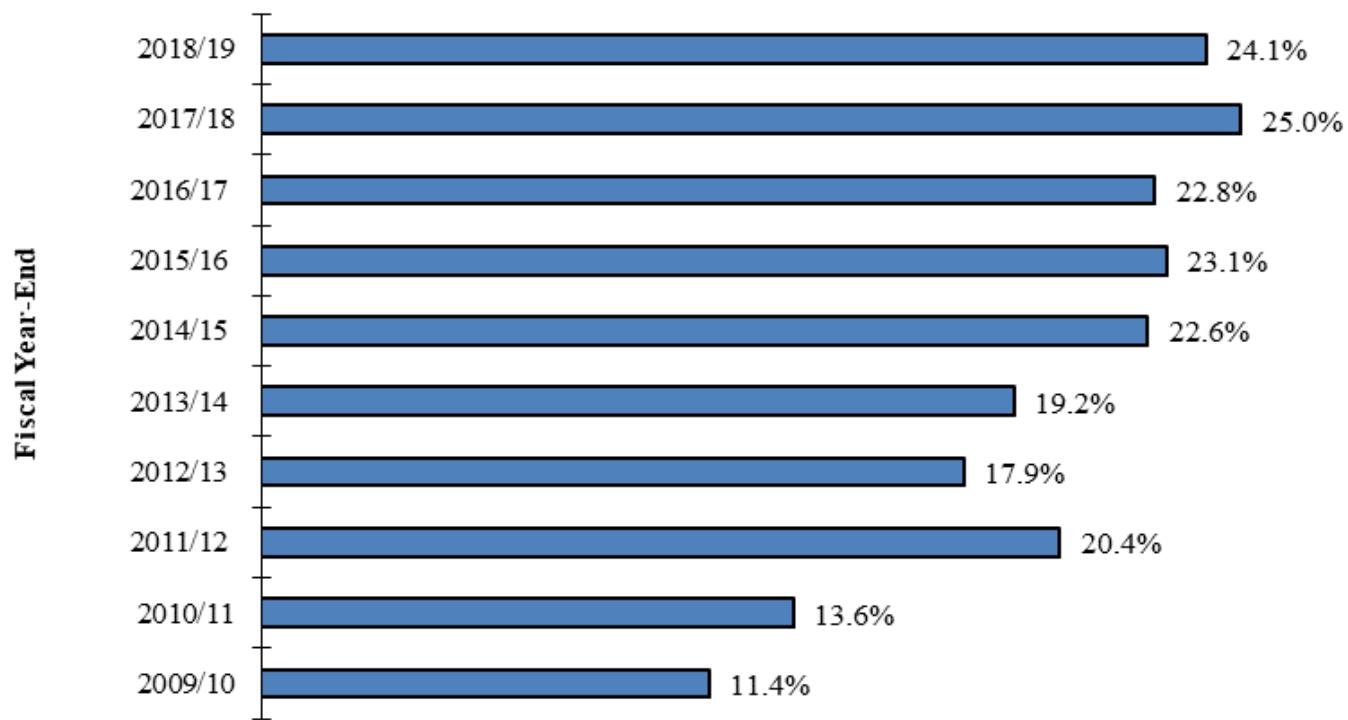
Significant Expenditure Items:

Items Carried Forward (see above)	\$ 131,600
General government activities <u>under</u> original Revised Estimate (Net of carry forwards)	37,391
Public safety activities <u>under</u> original Revised Estimate	104
Library, Art Center and Parks <u>under</u> original Revised Estimate (Net of carry forwards)	81,331
Community/Economic Development <u>under</u> original Rev. Est.	67,675
Public Works activities <u>over</u> original Revised Estimate (Net of carry forwards)	(30,426)
Airport Subsidy <u>under</u> original Revised Estimate	12,949
Transit Tax Levy Transfers and Misc. <u>over</u> Revised Estimate	<u>(2,386)</u>
	\$ <u>298,238</u>

General Fund Fund Balance History



Fiscal Year-End General Fund Balances as a Percent of Expenditures



City of Muscatine
Fund Balance Comparison - Operating Funds
June 30, 2019

Fund	Original	Revised	Actual	Variance
	Budget	Estimate	6-30-19	Favorable (Unfavorable)
General Fund	\$ 4,299,690	\$ 4,660,341	\$ 4,799,686	\$ 139,345 (1)
Debt Service Fund				
General Obligation	167,895	157,440	182,741	25,301 (2)
Enterprise Funds:				
Water Pollution Control Operations	1,377,478	1,635,962	1,773,592	137,630 (3)
Collection and Drainage	786,869	605,530	681,893	76,363 (4)
Solid Waste Management:				
Refuse Collection	77,092	43,328	46,721	3,393
Landfill Operations	1,231,814	1,341,728	1,305,972	(35,756) (5)
Landfill Closure Reserve	1,101,991	1,147,515	1,177,948	30,433 (6)
Landfill Post-Closure Reserve	997,638	1,003,587	1,019,375	15,788 (6)
Transfer Stations Operations	33,668	(25,968)	(3,826)	22,142 (7)
Transfer Station Closure Reserve	33,825	33,825	33,825	-
Parking System	48,983	80,101	73,471	(6,630)
Transit System	431,682	449,208	256,795	(192,413) (8)
Golf Course Operations (excludes Clubhouse inventory)	17,258	26,924	(26,670)	(53,594) (9)
Boat Harbor Operations	138	700	-	(700) (10)
Marina Operations (excludes inventory)	(3,130)	(2,850)	(1,826)	1,024
Ambulance Operations	202,564	280,350	344,952	64,602 (11)
CVB	114,688	138,249	147,321	9,072 (12)
Soccer Event Fund	-	98,930	73,862	(25,068) (13)
Internal Service Funds:				
Equipment Services (includes inventory)	57,101	70,021	114,604	44,583 (14)
Health Insurance	1,415,887	1,896,769	2,064,915	168,146 (15)
Dental Insurance	29,472	50,128	65,712	15,584 (16)

City of Muscatine
Fund Balance Comparison - Operating Funds
June 30, 2019

<u>Fund</u>	Original Budget	Revised Estimate	Actual 6-30-19	Variance Favorable (Unfavorable)
Special Revenue Funds:				
Employee Benefits	-	77,379	75,959	(1,420)
Emergency Tax Levy	81,367	82,506	83,414	908
Community Block Grant	23,934	28,015	30,643	2,628
Home Ownership Program	50,273	51,745	44,620	(7,125) (17)
Sunset Children's Education Program	2,265	10,257	10,173	(84)
Small Business Forgivable Loan Program	-	-	87,533	87,533 (18)
Local Option Sales Tax	240,059	250,014	566,491	316,477 (19)
Road Use Tax	309,289	815,654	1,365,772	550,118 (20)
Tax Increment (Downtown)	44,165	48,326	54,322	5,996
Tax Increment (Southend)	883,001	922,987	983,984	60,997 (21)
Tax Increment (Cedar Development)	61,746	75,321	64,920	(10,401)
Tax Increment (Muscatine Mall)	39	-	-	-
Tax Increment (Heinz)	6,565	7,629	7,799	170
Tax Increment (Hwy 38 NE)	10,169	10,334	11,495	1,161
Tax Increment (Fridley)	16,186	22,898	23,153	255
Tax Increment (Reinvestment District)	-	-	-	-
Equipment Replacement	59,121	72,459	26,085	(46,374) (22)
Computer Replacement - City	-	-	49,278	49,278 (23)
Computer Replacement - Library	63	-	40,571	40,571 (24)
Police Forfeitures Fund	3,709	14,746	14,731	(15)
Clark House/Sunset Park Operations	2,303	57,682	158,623	100,941 (25)
Section 8 Voucher Program	<u>103,016</u>	<u>55,839</u>	<u>105,450</u>	<u>49,611</u> (26)
Totals	\$ 14,319,873	\$ 16,295,609	\$ 17,936,079	\$ 1,640,470

1. See General Fund analysis.
2. Debt service tax collections \$7,436 higher than revised estimate; interest \$17,386 higher than estimate; State reimbursement \$78 more than estimate; bond paying agent costs \$401 less than estimate.
3. Water Pollution Control revenues were \$37,644 more than the revised estimate; expenditures were under the revised estimate by \$99,986.
4. Collection and Drainage expenditures under revised estimate by \$128,147; revenues were under by \$51,784. (Revenue and expenditures for parking lot #4 carried forward to FY20)
5. Landfill expenditures over original revised estimate by \$54,131 and revenues over by \$18,375.
6. Landfill Closure Reserve transfer in over estimate over by \$30,433. Landfill Post-Closure transfer over by \$15,788.
7. Transfer Station current year revenues \$28,972 less than revised estimate; expenditures under original revised estimate by \$51,114.
8. Transit revenues under original revised estimate by \$269,316 (bus grants revenue cannot be accrued for encumbered buses) expenditures under by \$76,903.
9. Golf Course revenues under the original revised estimate by \$133,113; expenditures under by \$79,519.
10. Boat Harbor revenues under revised estimate by \$18,110; expenditures under by \$500. Deficit of \$16,910 in this fund eliminated with a transfer from the General Fund.
11. Ambulance revenues over revised estimate by \$56,079. Expenditures under original revised estimate by \$8,523.
12. CVB revenues over revised estimate by \$1,594; expenditures under by \$7,478.

13. Soccer Event revenues under revised estimate by \$36,815; expenditures under \$11,747.
14. Equipment Services revenues under original revised estimate by \$55,480; expenditures under by \$100,063.
15. Health insurance claims, admin fees, etc. were \$155,618 less than estimated; Wellness Program funding \$6,827 less than estimated. Revenues were \$5,701 more than estimated.
16. Dental insurance claims, admin fees, etc. were \$15,128 less than estimated; revenues \$456 more than estimated.
17. Home Ownership revenues less than revised estimate by \$6,200; expenditures over original revised estimate by \$925.
18. Balance of \$87,533 in Small Business Forgivable Loan Program carried forward to FY 20.
19. Local option sales tax transfers for actual sewer project costs were \$309,754 less than estimated; Local Option revenues were \$6,723 higher than the revised estimate.
20. Road Use Tax revenues over revised estimate by \$184,675; funding transfers were \$365,443 less than the original revised estimate.
21. Southend Tax Increment revenues over revised estimate by \$60,623; expenditures under by \$374.
22. Equipment Replacement revenues under revised estimate by \$46,374 (only one of the \$50,000 in private contributions for Special Response Team Vehicle was received in FY19).
23. Balance of \$49,278 in Computer Replacement carried forward to FY20.
24. Library Computer Replacement funds transferred from remaining library operations budget in the amount of \$40,571.
25. Public housing regular expenditures were less than the original revised estimate by \$68,786; revenues were \$32,155 higher than estimated. Sunset Park foundation work (\$15,663) carried forward to FY20)
26. Section 8 Housing HUD revenues were \$92,001 less than estimated; expenditures were \$141,612 less than the original revised estimate.

Summary

- The ending General Fund balance of 24.1% of expenditures is higher than the original 2018/2019 budget of 21.3% and higher than the 2018/2019 revised estimate of 23.0%.
- This ending balance meets the requirements of the General Fund balance policy adopted in November of 2013 which provides that the minimum General Fund balance be at least 16.7% (two months) of General Fund expenditures. The policy further provides that higher balances (to 25% or more) would “further add to the financial stability of the City and allow more latitude in addressing revenue or expenditure fluctuations, disaster situations, and demonstrate credit worthiness to bond rating agencies”.
- The ending balance in the General Fund also positions this fund for upcoming budget challenges. The City was successful in appealing the IDOT order to remove the ATE camera at the Hwy 61 and University intersection, but the Iowa Supreme Court ruling requiring collections of unpaid ATE fines be through the municipal infraction process, has impacted revenue from the ATE cameras. Further challenges to the operation of ATE cameras will likely continue. Other challenges may include a reduction in the State commercial and industrial property tax reimbursement and impacts from the phased-in rollback of multi-residential property valuations from the 90% in 2015/2016 to the residential rollback rate of approximately 60% from FY 17 through FY 24.
- There were positive fund balances in all of the City’s operating funds with the exception of the Transfer Station fund. The deficit of \$3,826 is less than the prior year deficit of \$60,468 and less than the revised estimate deficit of \$25,968, and is expected to be eliminated in the upcoming year. The Boat Harbor and Marina fund deficits were eliminated with transfers from the General Fund at the end of the year.
- Most other City funds have ending balances close to or higher than projected and are in good position going into the budget development process for the upcoming year.

Lake Park Boulevard Street Flooding Issues

In-depth City Council Meeting

October 10, 2019

Brian Stineman

Public Works Director

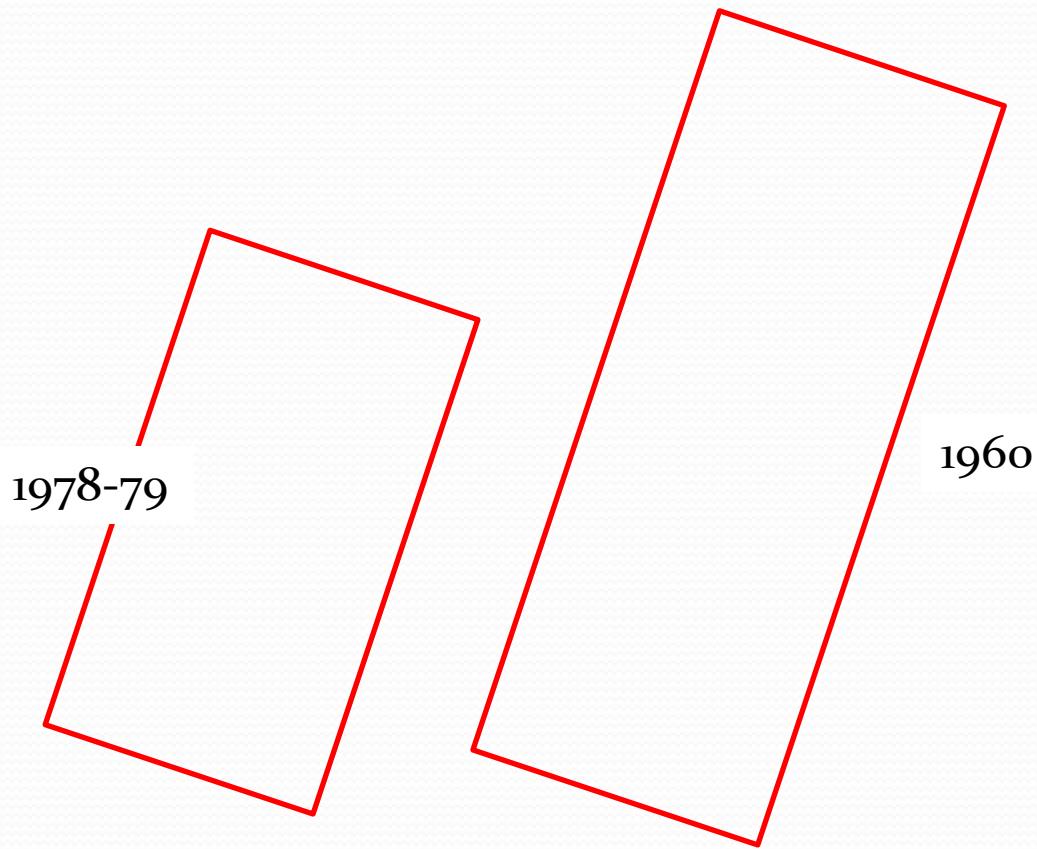
The Issue:

#1 Flooding of the street causes traffic and safety concerns during major rainfall events

#2 Flooding of houses at 723, 719, 715 Lake Park Boulevard during major rainfall events







Historic Aerial Photo Project

Current Aerial: 1960



EXISTING CONDITIONS:

- 140 AC \pm DRAINAGE AREA
MADE UP OF 2 PARTS:

- * EX. STREAM (100 AC \pm)
- * LAKE PARK BLVD STORM
SEWER (40 AC \pm)

- FLOODED AREA FLOWS
OVERLAND TO MAD CREEK
DURING HEAVY RAINFALL.

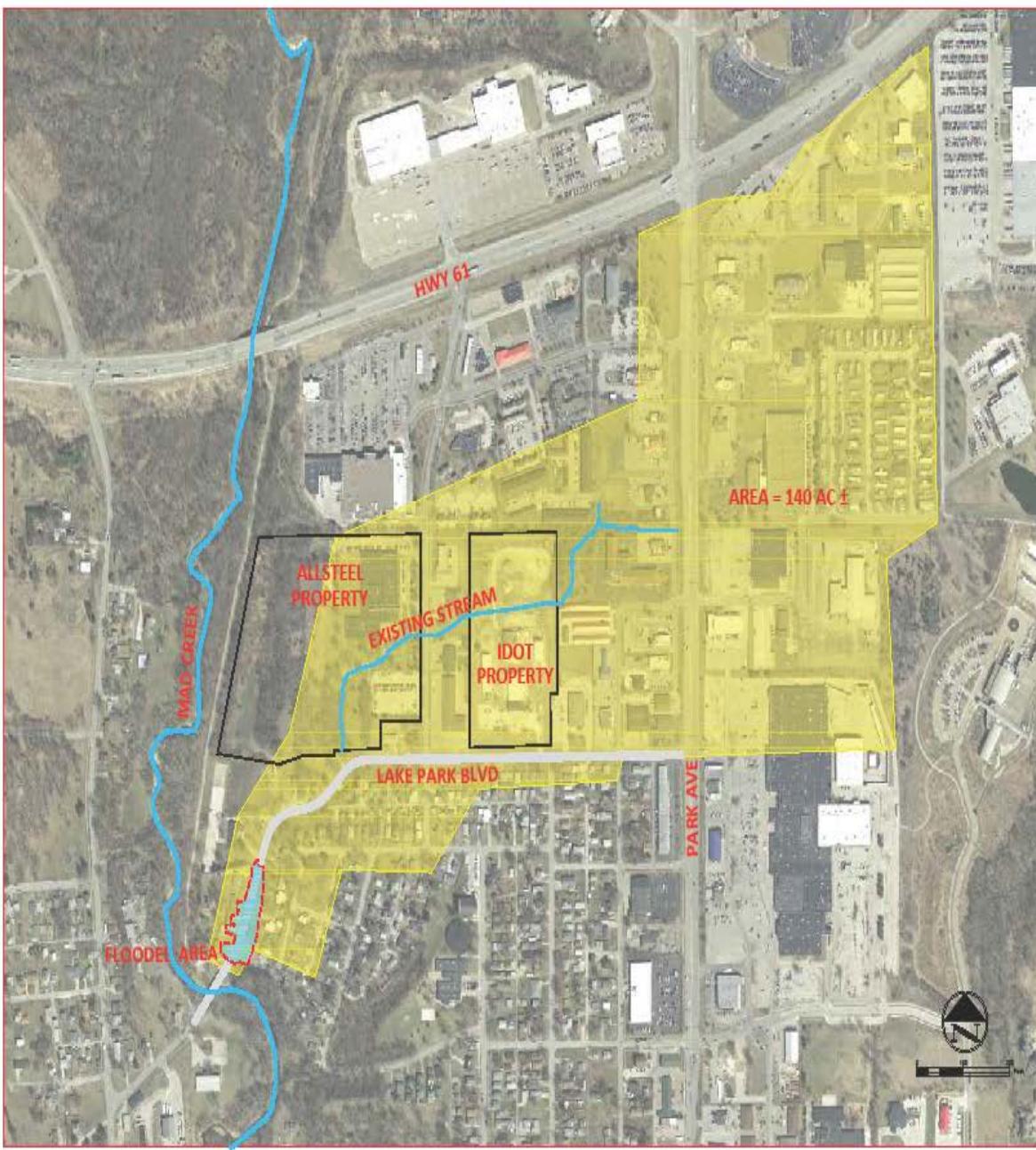
- FLOODED AREA STAYS
FLOODED FOR ABOUT 3 HOURS
DURING A 100-YEAR STORM
EVENT.

- FLOW IS ABOUT 550 CFS AT
PEAK OF 100-YEAR STORM (200
CFS ARE IN THE 48" STORM PIPE)

- OPEN THROAT INLET CAN PASS
5 - 10 CFS.

- WOULD NEED 35 - 70
ADDITIONAL INLETS PLUS
ADDITIONAL PIPES TO CARRY
WATER TO CREEK.

-NOT ENOUGH ROOM.

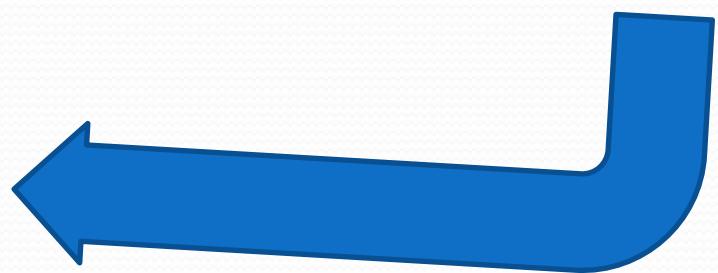


Option 1

- Status Quo (do nothing)
 - Not every rain causes flooding
 - Should public funds be used for private property?
 - Estimated cost \$0.00

Option 2

- Acquire Property at 719 Lake Park Blvd.
 - Remove the house and build excess stormwater passageway.
 - Would not prevent street flooding
 - Would mitigate flooding of adjacent properties by lowering water levels
 - Cannot guarantee other properties won't flood during future major rainfall event
 - Estimated Cost \$351,000



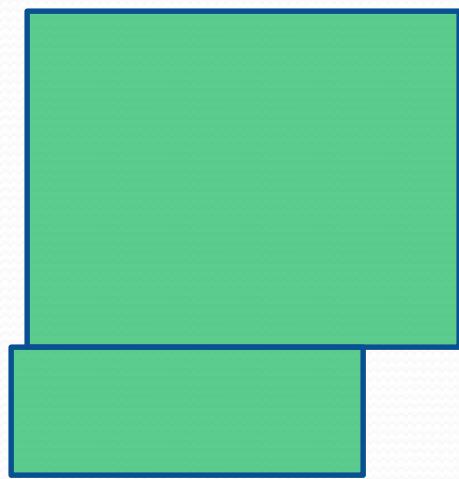
Option 3

- Acquire Property at 719, 715 & 723
 - Remove all three houses and build excess stormwater passageway.
 - Would not prevent street flooding
 - Would eliminate flooding of properties by eliminating houses.
 - Estimated Cost \$630,000



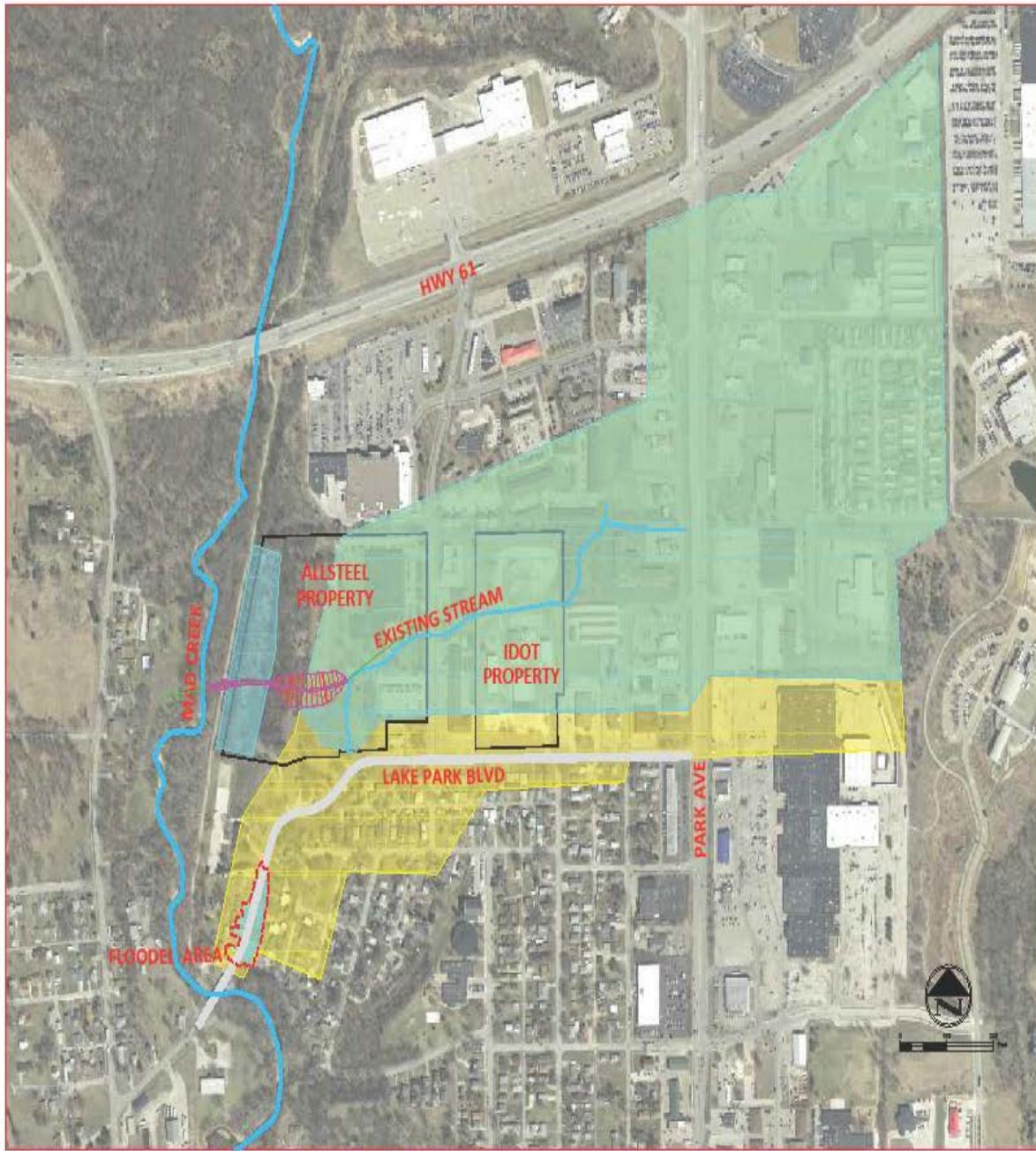
Option 4

- Acquire Property at 719, 715 & 723 AND 727
 - If going to acquire three houses, may as well acquire the fourth and create space for public use.
 - Would not prevent street flooding
 - Would eliminate flooding of properties by eliminating houses.
 - Estimated cost \$870,000



Option 5

- “Allsteel Proposal”
 - Design & construction of stormwater project on Allsteel property
 - Would prevent some water from getting to low point
 - Would not eliminate street flooding
 - Would reduce depth & duration of street flooding
 - Estimated Cost \$490,000



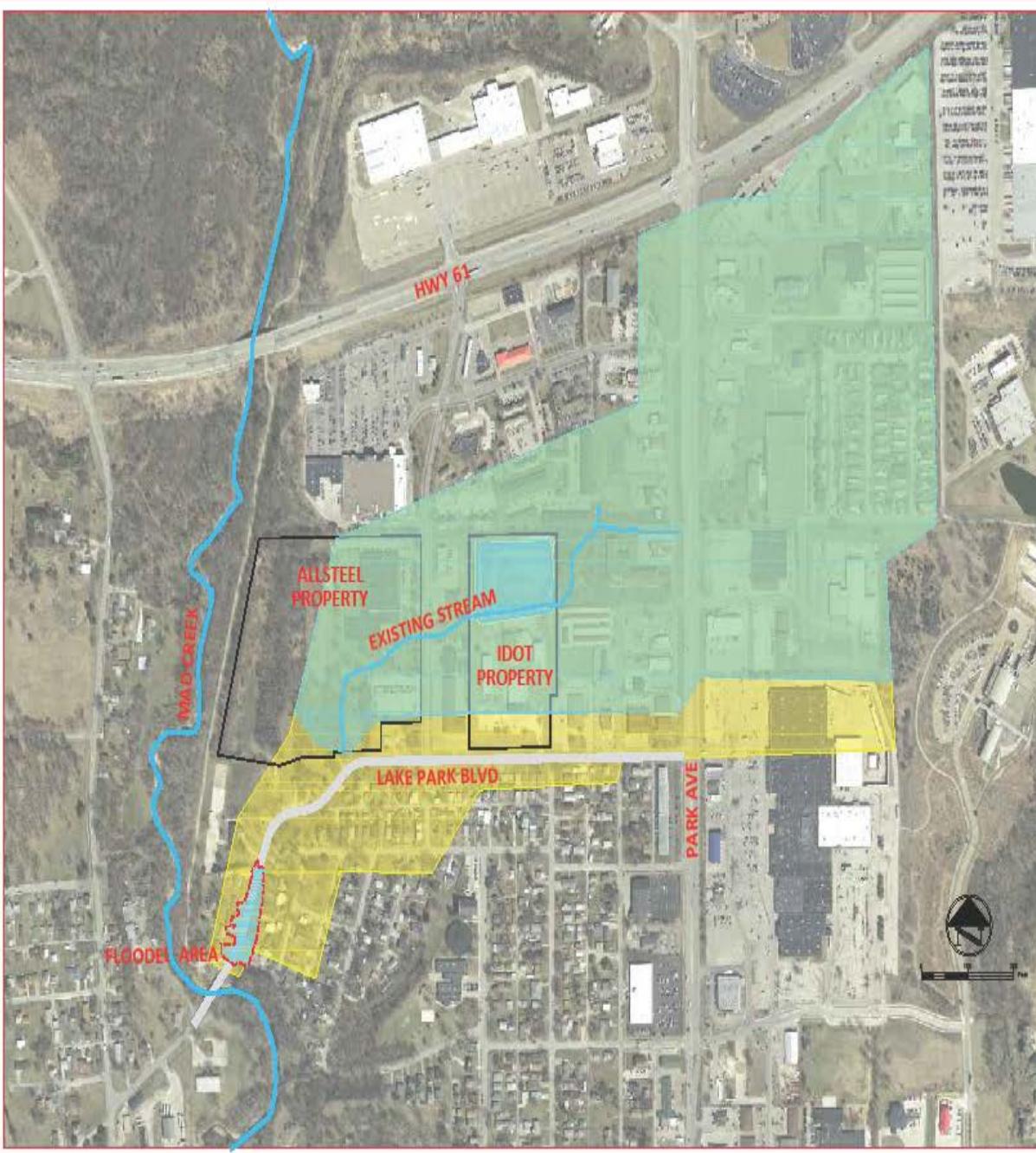
DIVERSIONARY CHANNEL:

- FLOODED AREA IS LOWER THAN EXISTING CONDITION BY ABOUT 1 FOOT AND NEVER REACHES OVERFLOW.
- FLOODED AREA STAYS FLOODED FOR ABOUT 30 MINUTES.
- APPROXIMATE PROJECT COST: \$490,000

Option 6

- DOT Detention Basin
 - Design & construction of stormwater project on former DOT property
 - Would reduce some water going to Allsteel and storm sewer on Lake Park Blvd.
 - Would not eliminate street flooding
 - Would reduce depth & duration of street flooding but not as much as Option 5
 - Estimated Cost \$350,000

DETENTION POND:



- 80 AC± UPSTREAM OF DOT PROPERTY WOULD FLOW TO POND
- FLOODED AREA STILL FLOWS OVERLAND TO MAD CREEK.
- FLOODED AREA STAYS FLOODED FOR ABOUT 4 HOURS.
- APPROXIMATE PROJECT COST: \$350,000

Option 7

- Diversion Ditch on Lake Park Blvd.
 - Design & construction of stormwater project on east side of Lake Park Blvd.
 - Would reduce some water on Lake Park Blvd.
 - Would not eliminate street flooding
 - Would reduce depth & duration of street flooding
 - Estimated Cost \$100,000



ROADSIDE DITCH:

- FLOODED AREA IS THE SAME AS EXISTING CONDITION.
- FLOODED AREA STAYS FLOODED FOR ABOUT 20 MINUTES.
- APPROXIMATE PROJECT COST: \$100,000

Recommendation

- Any combination of options will NOT prevent flooding of Lake Park Boulevard.
- Options 2-4 provide reduction in property damage because of house removal
- Options 5-7 help reduce the amount of flooding but do NOT eliminate it.
- Option 6 will be implemented on DOT property in near future.

Recommendation

- Staff recommends Option 1

Staff understands that this is a hot button issue and our response will be judged and discussed at length. The “do nothing” approach does not solve this issue but we feel that to truly solve it requires expenditure of public funds that we cannot justify. There are pre-existing conditions in this area including the low roadway and the houses that are affected should not have been constructed where and how they were. When the buyers purchased these houses they took the responsibility for what happens to them. If the previous owners did not disclose the flooding to the new owners that is a civil matter between the private entities and the city should not be involved. We don’t feel that the city should be responsible to mitigate issues that are out of our control and that the property owners should be responsible to protect their own property at their expense.

Purchasing these properties would eliminate the potential to flood the houses but we don't feel the cost for this is justified and also feel that it sets a precedent that we don't want to encourage. Projects can be designed to reduce the level of flooding on the street in this area but not eliminate it. The only way to positively eliminate water on the road is to go up the hill on Lake Park Boulevard approximately 1,000 feet and raise the road and install new storm sewer. This project would still require purchase of the houses on the west side of the street and is roughly estimated to cost between two and three million dollars. Again we can't justify this expense.

Public Works staff are willing to assist the home owners with technical information about cost-effective measures that each owner could employ to protect their homes from flooding. Public Works, in association with other departments, can also close the street with barricades to prevent vehicles from trying to drive through the flood water which will protect motorists and also remove wave action that could impact the homes and their protective measures.

Memorandum

Date: October 3, 2019

To: City Officials

From: Terry Slattery

Re: FY 2021 Contribution Rate

Contribution Rate Effective July 1, 2020

At the Board of Trustees' meeting on October 3, 2019, the retirement system's actuary, SilverStone Group, presented and discussed the contents of the annual actuarial valuation report of the retirement system. The Board of Trustees adopted the report following a review with the actuary.

Pursuant to Chapter 411.5(10)(b), the actuary determined the normal rate of contributions for the fiscal year beginning July 1, 2020. The rate of contribution for the cities as adopted by the Board of Trustees is set at **25.31%** of earnable compensation.

Please direct any questions you may have to MFPSI.





City of Muscatine Papoose Lift Station Function and Future

- ▶ History of wastewater treatment
- ▶ Permit requirements
- ▶ Papoose Flow Diagram
- ▶ Current Work
- ▶ Planned Gate Closure
- ▶ Future/Conclusion



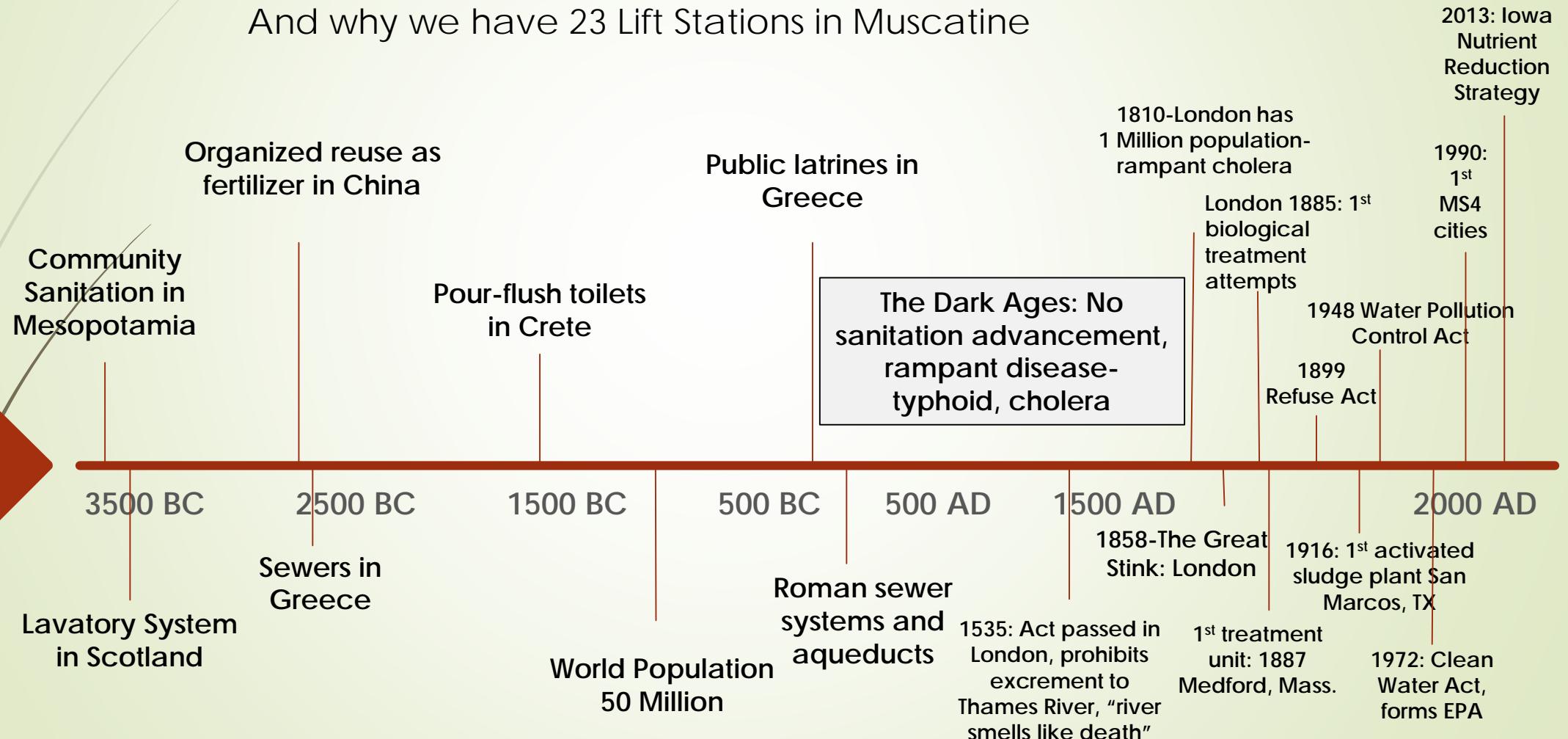
Papoose Lift Station Council Presentation
October 10, 2019

Jon Koch-WRRF Director
jkoch@muscatineiowa.gov

Timeline of Treatment

Or the advent of “Man that stinks and how do we get rid of it!”

And why we have 23 Lift Stations in Muscatine



National Pollution Discharge and Elimination System NPDES

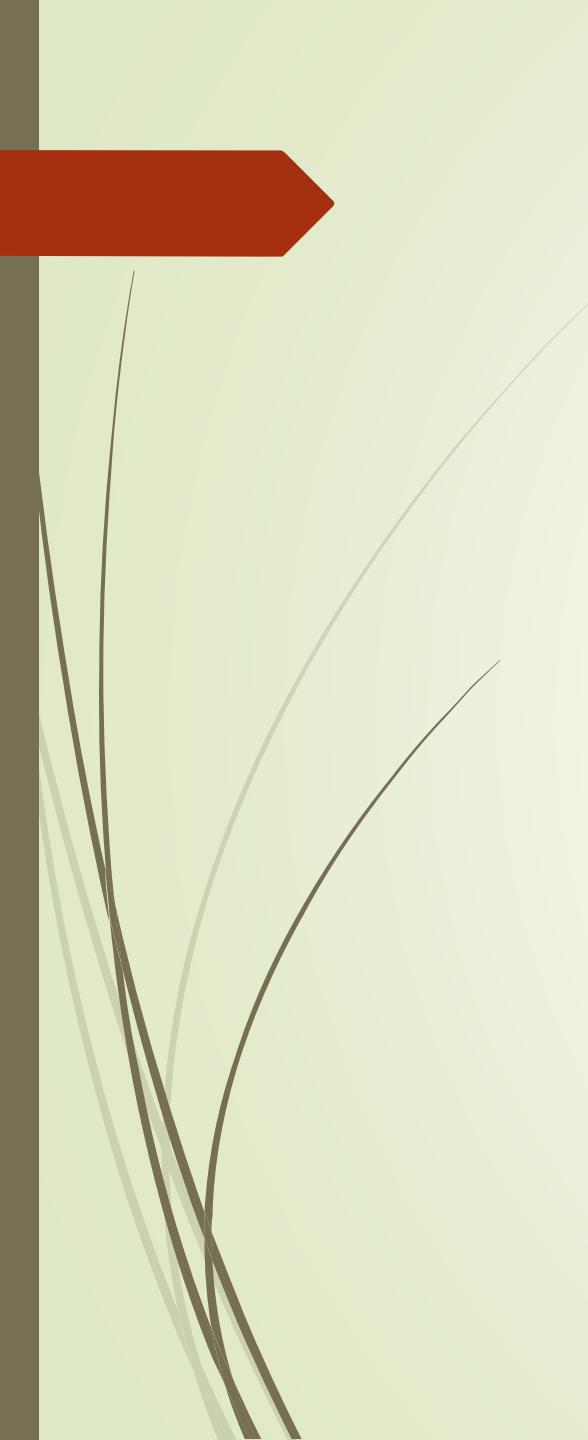
- ▶ 5 Year Permit from DNR
- ▶ Authorized by 1972 Clean Water Act-EPA
- ▶ Authorized Outfall Identification-Point Source
- ▶ Effluent Limits, Sampling/Tests, Design Capacity
- ▶ CSO 9 Minimum Controls



9 Minimum Controls

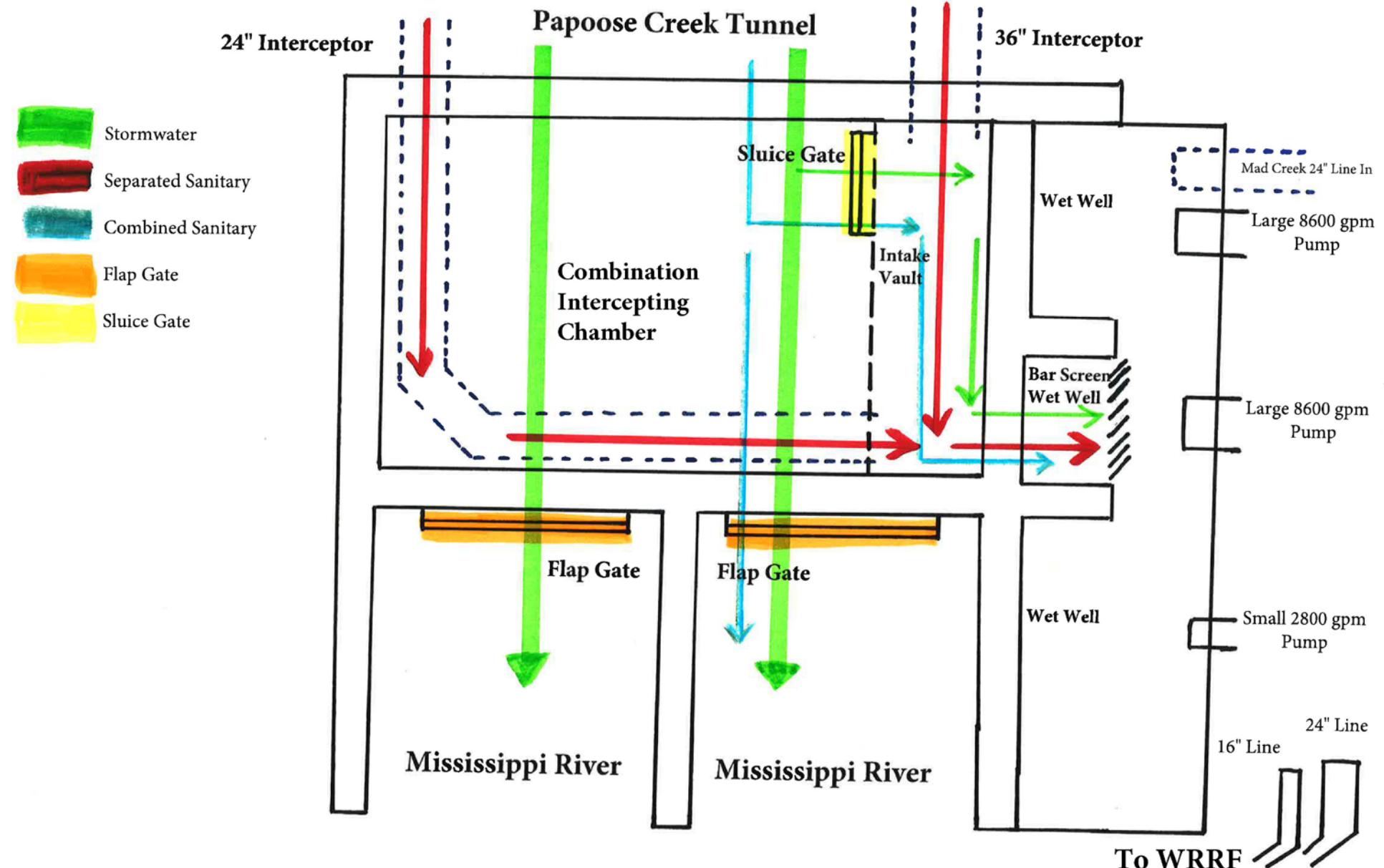
- ▶ #2 Maximum use of the collection system for storage to reduce magnitude, frequency, duration
- ▶ #4 Maximum of flow to the POTW (WRRF) for treatment during wet weather conditions to reduce magnitude, frequency, duration.
- ▶ #5 Prohibition of CSOs during dry weather conditions

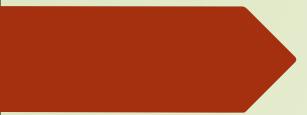




Papoose Flow Diagram and Process

PAPOOSE LIFT STATION (PLS) FLOW DIAGRAM





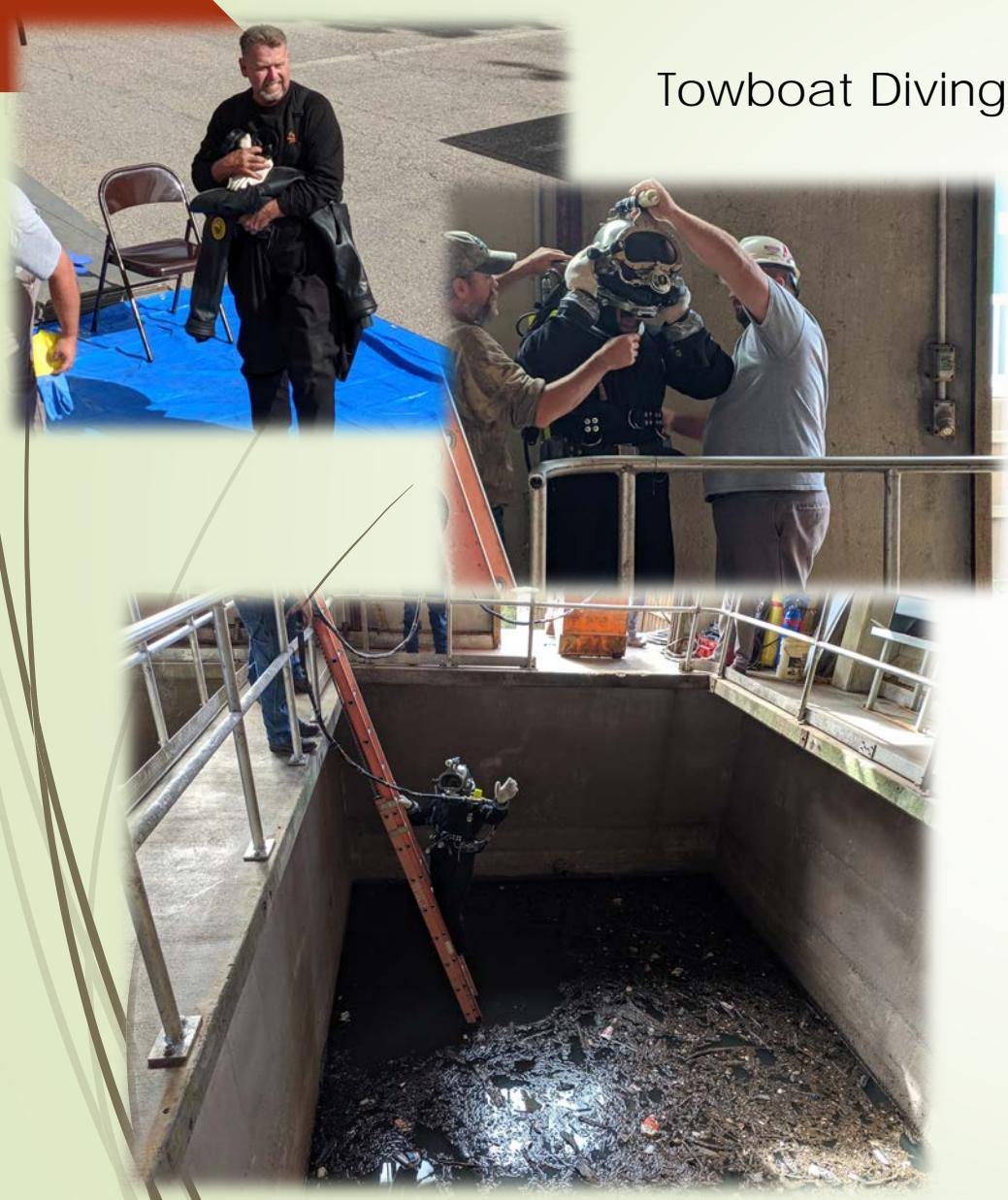
Sluice Gate

aka Slide Gate



Sluice Gate Inspection Oct 3, 2019

Towboat Diving Service-Mike and Jeremy Honts



Sluice Gate Report

- ▶ The gate is currently open 6 inches and we are still maintaining 5 foot differential of wet well compared to the river
- ▶ The stem is attached to the gate
- ▶ There does not appear to be any damage
- ▶ The gate is opening and closing but not confidently
- ▶ Prior to Oct 3 the gate would not open
- ▶ This gate is very old and not reliable, scheduled for replacement and automation: \$14,000 gate cost, automation and installation quote unavailable



Bar Screen Installation For Scale Of Wet Well Depth



Flap Gate Inspection Oct 3, 2019



Closing the Sluice Gate

- ▶ Will eliminate the flow of Papoose Creek into the wet well
- ▶ Is not affected by river level
- ▶ Goes against #4 of 9 Minimum Control Requirement in City permit
- ▶ Allows us to maintain level below 17 feet where basements flood
- ▶ Special permission from DNR, only during high river rain events
- ▶ Protection of human health consideration



Future/Conclusion

- We cannot pump the Mississippi River. This is what we are trying to do during high river levels and large rain events
- After separation 2028, we will not have to pump the River. The station will function much like it is with the gate shut
- Stormwater pumping from the Papoose Creek will need to be addressed before 2028
- Special permission allowed by DNR to shut the gate for certain events
- A new gate will be budgeted to ensure function
- New motor drives (VFDs) installed in coming weeks for pump reliability
- Pumps were all rebuilt in 2017

Jon Koch-Director Water & Resource Recovery Facility
Muscumine, IA 52761
jkoch@muscumineiowa.gov 563-263-2752



Scott T42 Turbo Separator Depackaging System New Prague, MN



PROJECT MEETING NOTES – October 9th, 2019

1. Phase IVB – West Hill Sewer Separation:

Phase IVB work includes general construction of approximately 2,600' of new 8" and 24" sanitary sewer on West Eighth Street, Sycamore Street, Iowa Avenue, and Pine Street. In addition it includes approximately 2,000' of new 15" through 30" storm sewer on West Eighth Street, Chestnut Street, and Fuller Street. Water main replacement includes approximately 2,900' of new 6" through 10" main. The following work is also included: new inlets, inlet piping, full-width pavement removal and replacement, sidewalk construction, seeding, filling and grading at the ravine fill site at the west end of Sixth Street.

Contractor: KE Flatwork

Bid Amount: \$2,407,510.60

a. Work Accomplished:

- 1) Saw cut, pavement removal – 8th
- 2) Tree removal
- 3) Surface restoration – 8th & Pine
- 4) Poured sidewalk – 8th & Iowa
- 5) Alleyways poured at Pine
- 6) KMA - Cleanup

b. Upcoming Work

- 1) Inlet work
- 2) Pipe installation at 8th & Iowa
- 3) Excavation (core) 8th
- 4) Surface restoration on Pine
- 5) Intake installation on Iowa
- 6) Pavement replacement
- 7) Televise sections of sewer line

c. GOAL: KMA completed on October 4th

d. Council Action: Extend Substantial Completion via Change Order to November 22nd

2. Mississippi Drive Corridor Project:

a. Remaining Punch List Work

- 1) Order replacement plants
- 2) Clean sewer

3. Riverside Park Master Plan:

The Master Plan update features the riverfront as an asset, promotes additional recreational activities, supports community wellness and continues to promote Muscatine's downtown as an opportunity for investment.

- a. "Almost Friday Fest"
 - 1) Provide Map of Riverfront Master Plan for future display
 - 2) September 26, 2019 Last Almost Friday Fest for 2019
 - 3) MUSCO/MPW proposal for lighting
- b. Facilitate Master Plan Development
 - 1) Beer Garden
 - 2) Truck Vendors
 - 3) Entertainment Area
 - 4) Riverview Center/Papoose Pump Station
 - 5) Tiered Amphitheater
 - 6) Riverfront Demountable Floodwall
 - August 16, 2019 Survey by Martin-Whitacre
 - Awaiting Preliminary Report
 - CP Rail contributing funds for study
- c. Winter 19/20 – begin In-Depth Discussion on Implementation

4. Grandview Ave. Reconstruction Project:

- a. Plans completed
- b. Property Acquisition Underway
 - 1) Three (3) remaining
 - 2) October 22nd deadline to DOT
 - 3) Need this completed to meet schedule
- c. Alliant relocating utility at this time
- d. Schedule:
 - 1) November 5, 2019: Contract Turn-In to DOT
 - 2) December 2019: Public Meeting
 - 3) December 5, 2019: Set Public Hearing
 - 4) December 19, 2019: Public Hearing
 - 5) December 19, 2019: Resolution Approving Plans & Specs
 - 6) January 21, 2020: DOT Bid Letting
 - 7) February 6, 2020: Award Contract
 - 8) February 20, 2019: Approve Contract & Bond
- e. Note: Next DOT Bid Letting Date: February 18, 2020

5. 2nd Street Streetscape Project:

- a. Leadership Muscatine included in proposed sound system
- b. Reconstruct Iowa/Sycamore/Cedar intersections
- c. Focus on sidewalk design
- d. Keep street repairs to a minimum
- e. Make street parking adjustments
- f. Basement/chutes locations and construction part of specifications
- g. Tentative Schedule: 2020 Construction
 - 1) October 3, 2019: Public Meeting Held
 - 2) November 7, 2019: Set Public Hearing

- 3) November 21, 2019: Public Hearing
- 4) November 21, 2019: Resolution Approving Plans & Specs
- 5) December 17, 2019: Bid Letting
- 6) December 19, 2019: Award Contract
- 7) January 2, 2020: Approve Contract & Bond
- 8) April/May 2020: Tentative Construction Start

- h. Façade Program Proposed for Businesses
 - 1) Façade is considered front of building
 - 2) Needs defined better
 - 3) March 1, 2020: Selection process for applicants

6. 2nd & Mulberry Roundabout:

The 2nd & Mulberry Roundabout project consists of the reconstruction of the intersection of Mulberry Avenue and East 2nd Street intersection as a roundabout. Construction primarily includes pavement removal, excavation, concrete paving, subdrains, granular subbase, underground utility improvements, concrete pavers, and streetscape amenities.

Contractor: Heuer Construction

Bid Amount: \$2,114,738

- a. September 4th: Met with Merchants
- b. Schedule – Building(s) removal:
 - 1) City owned building demolished
 - 2) October 15th: HNI owned building demolition (Valley Construction)
- c. Schedule – 2nd Mulberry Construction
 - 1) November 2019: Resolve concerns with HNI
 - 2) Winter Construction start: After January 1, 2020
 - 3) Underground work – duct bank and storm sewer
 - 4) Above ground – pavement removal
- d. Tentative Completion – Spring 2020

7. Westside Trail:

The Westside Trail project will construct a 1.26 mile graded and paved pedestrian and bike trail from approximately the southwest corner of Hershey Ave. at S. Houser St., parallel N. Houser Street to the north side of Crossroads Inc. property, then turn directly west to Discovery Park utilizing a permanent easement across the Crossroads Inc. and Brian St. or Lori Wolfe properties.

Contractor: Heuer Construction

Bid Amount: \$1,221,380.28

- a. Schedule:
 - 1) October 1st: Pre-Construction Meeting
 - 2) October 2nd: Construction Start
 - 3) Arbor Commons progress could impact schedule
- b. First use of Doc Express
- c. October 10th: Tentative date for Neighborhood Meeting

8. DOT Lake Park Blvd. Site:

- a. RFP for preliminary design and cost estimate underway
- b. Winter 19/20: Screen and select preferred Engineering Firm
- c. 2020 Design
- d. 2020/21 Construction

9. Old Library Site:

- a. City to consider development options
- b. Winter 19/20 discussion needed

10. 2019 Full Depth Program:

The 2019 PCC Full Depth Patch Construction Project consists of constructing P.C. Concrete curb and gutter, full depth patching, driveways, sidewalks and handicap ramps at Houser, Lake Park Blvd., University Dr.

Contractor: Heuer Construction

Bid Amount: \$919,875

- a. Streets: Lake Park Blvd., University Dr.,
- b. University Dr. work underway
- c. Lake Park Blvd. work underway
- d. Spring 2020: Construction completed

11. City Hall Security:

- a. Recommended doors identified and ordered

12. Phase V – West Hill Sewer Separation Design:

- a. Survey:
 - 1) Remaining Field Work – Lucas St. East of 8th (95% completed)
 - 2) Office CAD work – 50% completed
 - 3) Completion Target goal: Late October/Early November
 - 4) Filing issues
 - 5) Question: Ongoing utility ownership/construction on Lucas
- b. Design Considerations:
 - 1) Lining or replacing 200' of Lower West Branch Sewer
 - 2) Televising any existing lines in West Hill #5

- 3) Easements for sanitary sewer through ravine (rough estimate by December)
- 4) Trail along Greenwood Cemetery side???
- 5) Green infrastructure:
 - Permeable paver parking on Lucas
 - Inlet tree boxes
- 6) City concepts on street intersections
- c. Design submittals Tentative Schedule:
 - 1) Next PMT meeting – December 19th, 10:00 a.m., PW
 - 2) Concept Design (30%) – End of March 2020
 - 3) Concept Design Cost Estimate – April 2020
 - 4) Preliminary Design (65%) – August/September 2020
 - 5) PreFinal (95%) – November/December 2020
 - 6) Final (100%) signed and sealed for bidding and advertise – January 2021
 - 7) February 2021 – Bid Opening
 - 8) March 2021 – Construction
- d. Record Drawings/As Builts – Contractor/Surveyor/Utilities

13. Park Ave. Three Lane Configuration Project:

- a. Costs to be divided between City/DOT/MPW
- b. Revised Preliminary Plans submitted to DOT
- c. Schedule: To Be Determined
- d. Latest TPMS Development Letting Date: May 19, 2020
- e.

14. High Strength Waste Receiving Station Project:

Work comprises general construction of new high strength waste facilities including various pumps, piping, building mechanical systems, and electrical/control systems work in existing control building and tunnel system and within the existing digester control building at the Water Resource Recovery Facility. Work also includes modifications at the Muscatine Solid Waste Transfer and Recycling Center including plumbing, electrical, concrete modifications and paving.

Contractor: Leander Construction

Bid Amount: \$1,728,000

- a. 35% of work completed
- b. Continue to pour concrete at Water Resource Recovery Facility & Transfer Station
- c. Piping rework and concrete trench underway at Transfer Station
- d. Piping work underway at Treatment Plan
- e. 50% of work completed on the Digester
- f. Requesting redesign of liquid waste receiving station
- g. Construction to be completed by January 30, 2020

15. Arbor Commons:

- a. City role limited: Inspecting public infrastructure (underground)
 - 1) Sanitary sewer being installed
 - 2) Water being installed
- b. This project indirectly impacts the following City Projects:
 - 1) HNI Pump Station
 - 2) Full Depth Patching Project
 - 3) Westside Trail Project
 - 4) 2nd/Mulberry Roundabout Project
- c. Brian Wolfe Jr. point of contact

16. South End Sewer District Study:

Siting of Regional Sewage Lift Station in the area surrounding US 61 and Grandview Ave

Design Firm: Martin Whitacre/Watersmith Engineering

Contractor Amount: \$24,000

- a. 61/Grandview
- b. September: Agreement approved
- c. Kickoff meeting September 17th
- d. GIS information Provided

17. Redundant Force Main Line: Musser Park – Water Resource Recovery Facility

- a. DNR/EPA mandate to be completed by 2026
- b. RFP final draft being prepared
- c. RFP to be distributed by October 18, 2019
- d. Proposals due December 3, 2019

18. Cedar to Houser Trail Segment

- a. MPW approves using their r-o-w for trail route
- b. Project design submitted to City staff for cost estimate
- c. Request TAP funds to pay 80% of costs

19. Asphalt Overlay – Alleys

The Public Works Department Asphalt Overlays City Alleys and Streets yearly. Every year the Public Works staff submits a list of alleys and/or streets that needs to be asphalt over-layed. These alleys/streets meet certain criteria before being submitted to City Council for their approval.

Contractor: Taylor Ridge Paving

Contract Amount: \$96,799.10

- a. Construction Start: October 21st
- b. Proposed Alleys:
 - 1) 400 Block of Busch Street
 - 2) Grover & Charles: New Hampshire to Hershey
 - 3) Salvation Army (Oregon & Illinois): Earl to Baker
 - 4) Bond & Bleeker: Grandview to Liberty
 - 5) Iowa & Sycamore: E. 9th to E. 10th
 - 6) Iowa & Sycamore: E. 10th to E. 11th
- c. Construction Completion: November 2019

2019 Projects:

- a. Westside Trail
- b. West Hill Sewer Separation Project – IVB
- c. 2019 Full Depth Patch Program and Asphalt Overlay (alleys)
- d. DOT Lake Park Facility Design
- e. City Hall Security
- f. 2nd/Mulberry Roundabout
- g. High Strength Waste Receiving Station
- h. Arbor Commons Development
- i. Riverfront Demountable Flood Wall Study
- j. South End Sewer District Study

2020 Projects:

- a. 2nd Street Streetscape Project
- b. West Hill Sewer Separation Phase V Design
- c. Park Ave. 3 lane configuration
- d. Riverside Park Development and Master Plan Implementation
- e. Grandview Ave. Reconstruction Project
- f. West Hill Sewer Separation Project – IVC

Phase IVC work includes general construction of approximately 2,700' of new 8" sanitary sewer of Linn Street, West Eighth Street, Roscoe Avenue, Maiden Lane, West Ninth Street, and Iowa Avenue. In addition it includes approximately 200' of storm sewer on West Eighth Street. Water main replacement includes approximately 3,100' of new 6" through 10" main.

Contractor: KE Flatwork

Bid Amount: \$2,105,175.75

Construction Start: March 20, 2020

PMT Meeting: January 9, 2020

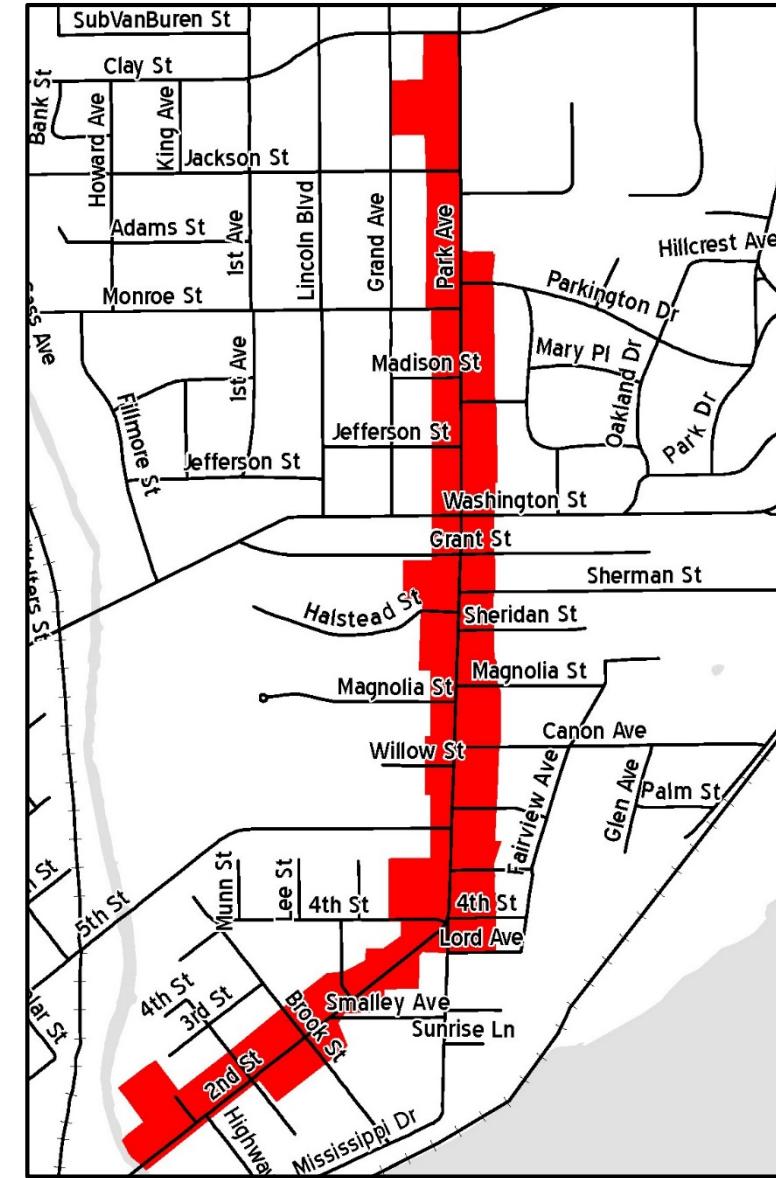
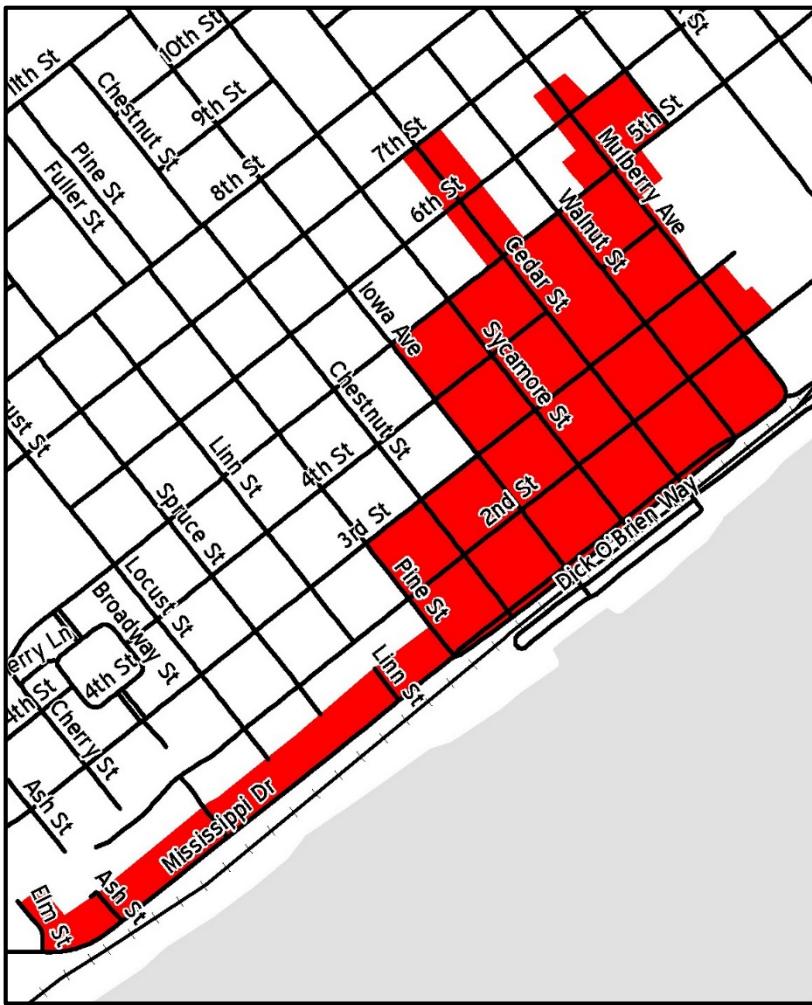
Economic Incentive Program and Proposed Program Expansion

CITY COUNCIL – OCTOBER 10, 2019

Small Business Forgivable Loan Program (SBFL)

- Promote and incentivize in-fill and redevelopment in targeted areas throughout Muscatine with new or expanding businesses
- Eligible Districts: Downtown District, Grandview Ave., and Park Ave.

SBFL Maps



SBFL Maps



SBFL Continued

- Program Funding
- Maximum: \$25,000
 - Start up costs - \$15,000
 - Code compliance - \$10,000
- 1:1 match required

SBFL Continued

- Funding Process
 - Submit application to CD
 - Staff review for eligibility and completeness
 - Committee approval
 - Funds are disbursed when required permits are pulled
 - Forgivable loan period begins when business opens and/or proof of expenses are provided

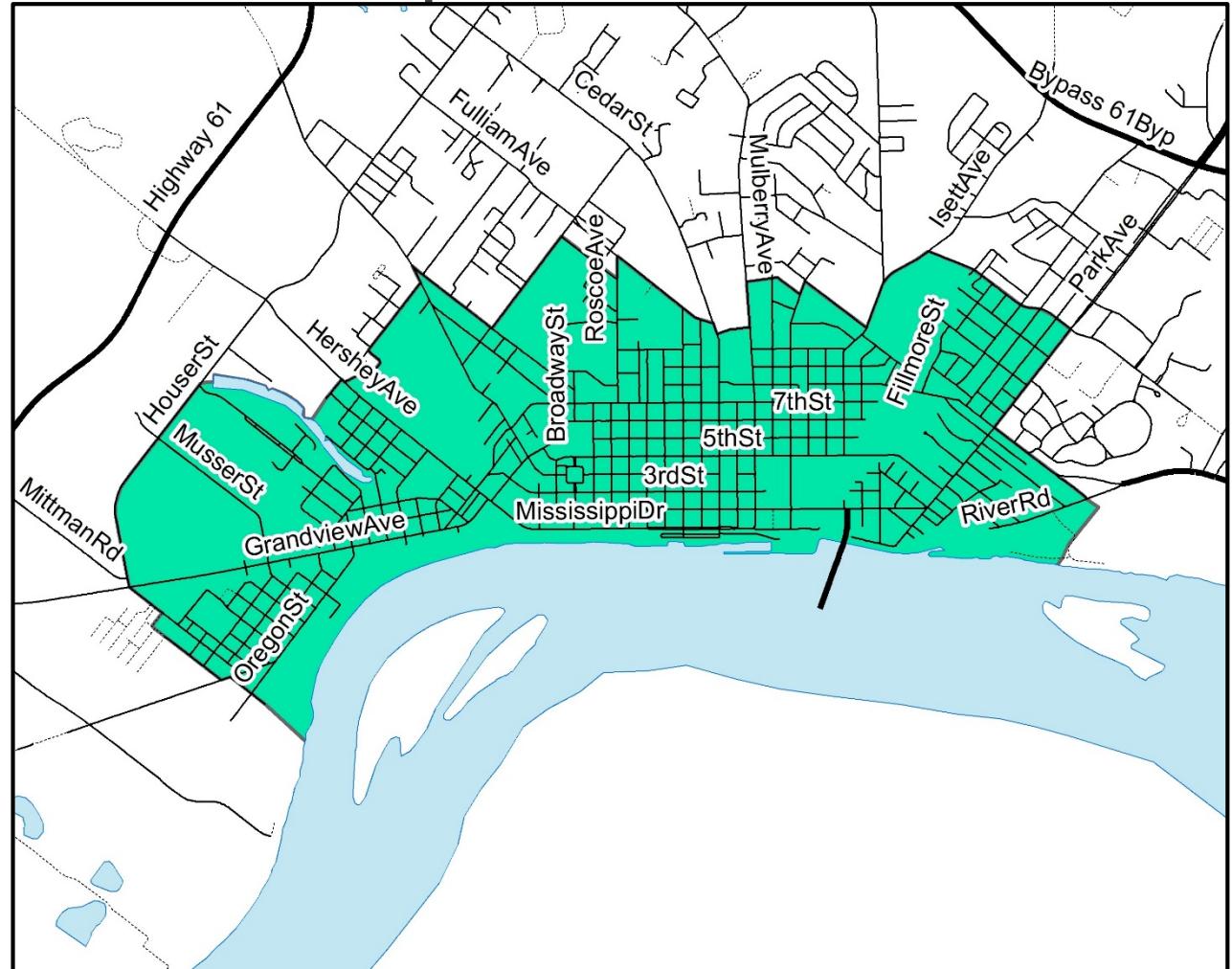
Awards

	Awards	Private Contributions
2015	\$100,000	\$533,800
2016	\$59,000	\$76,500
2017	\$70,600	\$612,000
2018	\$116,140	\$529,000
2019	\$62,200	\$537,162
2020	\$75,000	\$214,885
TOTAL	\$482,940	\$2,513,347

Total Agreements – 24
Returned or in Process – 4

Proposed SBFL Program Expansion – Code Compliance & ADA Improvements

- Eligible District
- Targeting older areas in town



Code Compliance & ADA Improvements- Continued

- For existing businesses not expanding
 - Includes non-conforming uses
- Only Eligible Uses Code Compliance and ADA Accessibility
 - Maximum: \$10,000
 - 1:1 match required (code compliance or general improvements)
- Funding Process – Same as original SBFL Program

Facade Grant Program

- 2nd Street from Pine to Mulberry
 - Requires Frontage on 2nd Street
- Invite eligible business owners to apply
 - Include guidelines and application
- Application deadline

Facade Grant Program Continued

- Program Allocation: \$50,000 annually
- Program Funding:
 - Maximum: \$15,000
 - 1:1 match required
- Binding commitment to maintain improvements
 - Runs with the property
- Award process

Award Process

- Application review
 - Complete
 - Eligible property
 - Eligible improvements
- Committee review & approval
- Project prioritization criteria
 - Project readiness
 - Leverage amount
 - Historical Preservation