



City Administrator & Staff Update

2024.04.12

- **Burlington:** What is the interest level in having a joint meeting with Burlington. Perhaps having each take a few minutes to discuss priorities and then get into discussion. Monday (Burlington meeting dates or off Monday), Tuesday or off Wednesday. Please let me know.
- **Comp Plan & Budget:** Please share the budget and comp plan information! Here are the FB links:
 - **Comp Plan:**
<https://www.facebook.com/WestBurlington/posts/pfbid02qGicY1xPYkaEnyfcmr9vhgh5t5euqFofJT7rf2NqvkszqwYybM9iwvvMGfaKdx1l>
 - **Budget:**
<https://www.facebook.com/WestBurlington/posts/pfbid02ChXo3HvqciaF3NmPa4snQaFQd6TxmU8SJd7Whk6ZZXPVNyp8mBkT9VUbQ4cKHKzal>
- **Pool:** Exciting news! Kelly Benz is taking on the Pool Manager position! She stopped in Thursday and things are getting back on track! Pool user (kids 15-5), substitute teacher – (WB and B), youth coordinator PT at church.
- **Alliant:** Mike Wagner, Community Development Manager is our point of contact regarding the franchise fee.
 - Agreement/Code: The following is Q&A from Alliant on the Franchise Agreement/Code. *Mike can be available via zoom or in person if we need him at the next meeting.*
 - Assume this is standard language in all agreements? Yes, standard language in all of the agreements I've negotiated in the last 2-3 years. This is the franchise my predecessor was using when I took over the job in the last 2-3 years. I think he was using it for a good time before that and I'm not aware of any recent overhaul.
 - Any options to remove or reduce the number of years? Did you have a different timeframe in mind?
 - Was there any legislation that affected your agreements? Not to my knowledge. Is there something that feels like it is driven by the legislature? I know I've seen super detailed franchise fee language in some older franchises, especially when we charged a processing fee to handle the money for the towns. We don't do that anymore.

- I am trying to think of council questions in advance of the 2nd meeting. When is that next meeting? I'm travelling a lot this month for conferences. But if I'm available I can try to attend.
- **Housing Committee:** The committee met on Thursday April 11 and attached are the meeting minutes from the last meeting and agenda from this week. We are going to discuss dashboards and metrics next month and refine programming that the students (IISC) may be able to assist with.
- **DC:** I have summaries for each project. Attached. They are being refined by a local marketing firm. But, attached is the information I have gathered to date.
- **Fire/ISO:** This week the ISO staff visited the Fire Department to review policies, reporting, conduct water pressure tests, etc. While things were not in great shape from the prior year, the work that has been accomplished under current staffing has put us in a good position and we have already addressed most items that may have been issues.
- **Bridge/Signals:** The parties have been invoiced for their contributions towards the camera system.
- **Mall Business:** This is up in the air, and I am trying to get the parties together to see if we can bring things together. Currently the prospect is looking at additional locations.
- **Airport:** FYI - Southern Airways Express is hosting a Customer Appreciation Party later this month at the Southeast Iowa Regional Airport. We have invited everyone who has purchased a ticket since we began service to the event. I wanted to personally reach out with a special invitation for you and a guest to this party. Please let me know if you have any questions and if you are able to attend. Info below, and attached: When: Tuesday, April 23rd, 5:00 p.m. - 7:30 p.m., Where: Southeast Iowa Regional Airport, Hangar next to Terminal and Admin Office - What: Great event with music, food, drinks! Hope to see you there! Austin Mayer, Director Airline and Airport Relations
- **Trees:** FYI - Your seedling order, invoice# 21177, will be shipping from our facility NEXT WEEK and will arrive no later than next Friday. If you'd like to have your order shipped at a later date or if you have questions, please contact us by THIS FRIDAY by emailing seedlingsales@dnriowa.gov, replying to this email, or call us at 515-233-1161. Once your order arrives, plant the seedlings as soon as possible. Ideal seedling storage, prior to planting, is a location that is cool and out of the sun. Leave the seedlings in their packaging until the day they will be planted. Planting instructions are printed on the shipping bag and can be found here - [planting tips](#). Thank you for ordering with the Iowa DNR State Forest Nursery!
 - Mike and staff will be placing these in our tree nursery to keep things moving forward!
- **Placemaking Article:** Please see the attached placemaking article and this year award winner – Marion, IA!

IT (Newberry)

Police/Fire (Logan)

- Here is the email I got reference to the event in Mediapolis last Saturday.
 - Law Enforcement Teams, Great event yesterday! Thanks so much for your participation in our event. From reports I received, we had a safe event and people were responsible. There was one event that I'm aware of late night at Bob's that I don't directly affiliate with our event. Our numbers indicate a little over 400 people and about 140 machines. We grossed \$14.4k and netted \$11.8k. We still have some money coming in from online sales, so it may change slightly. We are looking at around \$1,800 per K-9 Team. We have our final committee meeting 4/12/24 and will confirm and adopt our disbursements. I will contact you the following week to establish sometime to present your checks. Any assistance with publicity will be appreciated. Thanks, Randy Doyle, 254-291-6577
- Completed our ISO from the State today at the Fire Department. I would like to thank Angie and Zach for helping the last few days getting some things done for it. He advised he would let us know in about a month of how things are. We are currently a 3 rating.
- Had a student pass away yesterday in one of the Dorms at SCC. It has been reported that he has been sick, and that he was at the Hospital on Sunday being seen by medical staff. We are waiting for the Autopsy to come back and let you know what they have to say. Currently we do not suspect foul play.
- Had a walk through at the Fire Department training grounds today with Burlington Fire Department, Deputy Chief Toops. We are doing joint training with them next Monday during our regular training night.
- I leave for vacation tomorrow morning, and will return next Tuesday, April 16.

Building (Crooks)

Here are my weekly updates. Due to my vacation, many of these items were held over for the past couple of weeks.

- 1) Issued 12 building permits for various projects including driveways, parking lot repairs, roofing, new swimming pool, sign, and a porch alteration.
- 2) Issued 2 new nuisance violations and followed up on ongoing ones.
- 3) Issued 2 business licenses - 1 permanent and one 14 day.
- 4) Completed an above ceiling inspection at 510 Layne Drive
- 5) Completed a site inspection at 221 Broadway St for ongoing remodel project
- 6) Completed several code reviews for proposed and upcoming projects.

City Clerk (Fry)

Finance (Moore)

Public Works (Brissey)

- Water lab

- Sewer lab
- Lift station rounds.
- Parks and Broadway trash and recycling
- Locates
- Service trucks and squad cars
- OSHA training
- Sign maintenance
- Backhoe training
- Building maintenance and clean up
- Street sweeping
- Strom manhole repair
- Working on water valve replacement
- Dirt work
- West lift check valve and seal problem on pump 3 quote \$2690.00
- Still working with IAAP on storm sewer problem in ditch on highway 406.
- Working with SCC on INI around fairgrounds.
- East lift pump seal and impeller \$6850.00
- Starting to drain clean and reassemble pool and bath house
- Ordering Camera system for Gear Avenue bridge signals



Spring Into Summer: Customer Appreciation Party

Southeast Iowa Regional Airport

Tuesday April 23, 2024 5:00 - 7:30PM

Great food, live music and more.

WIN a FREE trip to Fabulous Las Vegas

Limited Space: RSVP by April 19th to austin.mayer@iflysouthern.com





**City of West Burlington
Stormwater Issues, Planning & Projects**
March 12, 2024

During significant and more commonly during most rain events (amount of water or timeframe) the City is experiencing numerous stormwater issues throughout town. The City has begun to identify areas that could begin to help address these issues and potential partners that would need to be involved in the efforts.

The City recently acquired (through donation) the regional storm water detention area to the North of the Mall that drain the entire area surrounding the mall, target, Farm King, Shottenkirk car dealership, and the residential areas to the West in an effort to improve drainage to this entire stormwater drainage area.

We have begun to work with IDOT along Highway 34 as there is a large area that drains along the North side of the highway that affects homeowners and contributes a substantial amount of water heading Northeast towards Luers Park. We are looking at potential solutions to stem the flow of water and prevent basement backups in this area.

On the East side of town, but on the South side of Highway 34 is an old detention basin owned by Phoenix Investors that has the potential to help stem the tide of water flowing North towards Community Park and eventually to Luers Park.

These are significant drainage areas, and we need to find solutions – multiple solutions to help address these problems.

In the short term we fear that we may have a critical issue as the stormwater heads into Luers Park and then backs up during rain events. We have a 10x10 culvert that heads under Mt. Pleasant Street then makes it way to a roughly 7x7 culvert under the railroad that is made of two different materials. This culvert is under water due to silt an improperly constructed dam and the lake upstream from the park. Our concern is that should this fail, we could have a significant back up to a third or more of our town depending on the storm event.

This issue is complicated by several factors:

1. The stormwater is constricted as it goes under the railroad (BNSF), and this causes the water to back up.



2. The railroad owns the culvert and was unable to inspect it during its last 12-13 attempts. A recent inspection found minor issues with the culvert that will need corrected, but nothing major.
3. We also fear that if the culvert is not enlarged, the water flow may remain constricted and cause additional backup of the stormwater to the South and Southeast.
4. This matter is further complicated as the culvert outlets under water on the north side of tracks. Additionally, silt has built up to the North and into the pond which was dammed some years back. The dam may need to be removed, the spillway corrected or opened up at least temporarily (if not permanently) to allow the pond to be dredged, the silt removed, and the culvert exposed. Enlarging or adding a second railroad culvert alone is estimated at around \$900,000 according to the railroad. However, the lake, silt, and dam appear to be the primary issues.
5. There are multiple participants or stakeholders in this project – the City of West Burlington, private property owners, BNSF Railroad, Des Moines County Conservation and potentially the City of Burlington.

The City has hired an engineering firm to conduct a city-wide stormwater master plan and has been working with the Iowa Department of Natural Resources (IDNR) to submit for additional engineering and planning services (project scoping) that would take proposed solutions to 60% design completion allowing us to apply for FEMA and any other sources of funding that are identified.

This is a multi-party issue and solution, but we would greatly appreciate any assistance, guidance or emergency resources that could help us address these grave concerns and chart the best path forward. Please support IDNR's and the City's NOI request for BRIC funding.

Sincerely,

A handwritten signature in black ink that reads "Gregg Mandsager".

Gregg Mandsager
City Administrator

Housing Committee
April 11, 2024 - 11:30 AM
Johnson Room
AGENDA

- Introductions - Norris
- Recap of March meeting/additional thoughts
- Potential action steps:
- What knowledge do we need?
- What data do we need to gather to establish base line?
- Set next meeting agenda items

SAMPLE AREAS OF KNOWLEDGE/INFORMATION TO DISCUSS FOR ANNUAL COLLECTION, ANALYSIS, AND DISTRIBUTION

- *Total home sales
- *Average sales price
- *Total new units constructed (SF and MF)
- *Known total of rental units and average rent
- *Total number of new tax abatement or TIF – aided projects
- *Number of new subdivisions
- *Number of publicly assisted units through rehabilitation, construction, down payment assistance (includes all affordable housing tax credit units).
- *Number of publicly assisted units through Section 8 rental voucher, subsidized apartment, like Autumn Heights

Housing Committee

March 21, 2024 - 8:00 AM

Johnson Room

MINUTES

Present: Mike Norris, Derek Stotlar, Kay Sackville, Ryan Nagrocki, Sara Hecox, Zach James, Della Schmidt

DISCUSSION:

General conversation re. **vision/goals/why** are you interested in serving on the committee? Housing is foundational for everything, redevelopment of older homes makes a big impact on neighborhoods, we need housing at all price points, housing is economic development, we have a population problem – quality affordable housing one of the needs, would like to see reuse of older housing stock, love to see multi-family housing. Also need housing for talent recruitment, need increase inventory quality and affordability, new subdivisions. Need to identify who/where are the resources. Committee members' goals for 10 years out: invest in neighborhoods, new subdivisions, progress that passes the eye test, increased affordability and availability, more maintenance and housing types overall, overall improvement in condition, affordability, availability.

Committee Plan discussion – measures of success discussed. There is an opportunity to provide education, awareness, energy around housing. Not all (general public) grasp the extent of housing need and why addressing it is important. Also discussed the importance of measuring knowledge – do people understand what housing costs are and what is driving the costs? The committee plan needs to be amended to include education and building partnerships.

What is missing? What do people (public) need to understand? Opportunity to grow the tax base, increase individual property values, more options would mean more choices at all price points.

Why **does it matter to educate** people? Potential to create momentum. Positivity and excitement would be good for the community.

Housing Committee needs to meet monthly to gain momentum. Potential Action Steps:

Do we need to establish a baseline? If we want to educate, do we need to identify specifically the topics would be and who we can collaborate with? Regarding housing starts data – what date range? Compare to what?

NEXT MEETING: Thursday, April 11 at 11:30 AM – Johnson Room. Feel free to bring lunch. Beverages will be provided.