



City Administrator & Staff Update

2024.07.19

- **Grant or Funding Opportunities:** These are the funding opportunities we are working with SEIRPC and others on for various projects. Hoping to hear in August related to BRIC and Defense funding.
 - **RISE:** Mt. Pleasant Street opportunity. Working with SEIRPC and IAAAP to see if we can make application for RISE funding based on the new, permanent employees expected at the plant.
 - **BRIC:** Waiting to hear on the BRIC/FEMA funding. If you recall, this would take recommendations from our planning efforts to 60% design completion and position us to apply for FEMA funding.
 - **Defense:** This is related to the IAAAP construction impacts on our local street and could match Mt. Pleasant Street STBG funding.
 - **TSIP:** This could help fund signals and traffic cameras versus loops at the Mt. Pleasant Street and Beaverdale intersection.
 - **FHWA:** Looking at this as a possible source of trail funding.
- **Trail Park:** Attached are the draft minutes from the last committee meeting.
- **Complete Streets:** Please check this out when you have a minute. "A rural roadmap: Complete Streets for small towns". <https://www.youtube.com/watch?v=O-A-DUqkp34&t=3s>
- **Vacation:** Okoboji Week of the 29th.

IT (Newberry)

- This week I am in class all week. I am taking a class that lasts from Monday through Sunday, from 8:30 AM to 4:30 PM, on Azure administration and security. The class teaches how to administer and secure your cloud infrastructure with Microsoft Azure. When finished, the class aligns with the Microsoft Azure Security Engineer Associate certification.
- We currently use Azure for email and Office 365, so I took this class to better understand and secure our infrastructure from external threats as well as to administer the product better. I usually only take classes that aren't product-dependent; however, we utilize Azure extensively and will value the certification immensely as we have a duty to protect the data and resources of our citizens. Demonstrating that we follow best practices helps shield the city from liability should something happen.

- I did come in on Sunday for half a day to complete the tasks that I usually perform during the week but couldn't do due to the classes throughout the week. Those tasks were just done a little early to accommodate the class. I am not sure if I will take the certification in the end or not. If you have any questions, please feel free to reach out.

Police/Fire (Logan)

- Applications are open through next Friday for the Police Department. We will be testing on August 10th starting at the West Burlington School.
- We are also having a testing for Firefighters on August 10th at the West Burlington Fire Department. Last time we held an open training we had several show up and pass the testing.
- We still working on some cases that were reported over the past several weeks.
- Officer Mennen and K9 Maverick is at Recertification School this week, and it's being held in the area.
- Was notified by Brenda from F&M Bank they are donating money to the K9 program, and they will be here at the Police Department next Monday at 3:00PM.

Building (Crooks)

Building permits

a) 14 building permits have been issued for the month of July, 11 of them in the past week. Permits include fences, siding, decks/patios, & roofs

Code Enforcement

a) 34 notices for nuisance violations have been mailed out in the month of July. 30 of those have been in the past week.

b) Follow up on outstanding nuisance violations completed with many being closed.

c) One property was abated for tall weeds

d) Four properties were posted today for abatement next week.

Miscellaneous

a) Completed an underground plumbing inspection at Alice Place

b) Completed a site inspection at new Caseys

c) Spoke to residents regarding questions about proposed projects

Finance (Moore)

- Insurance: For the squad car that was hit by an oncoming car June 2nd (they also hit a semi), their driver's insurance carrier has not been forthcoming with information. Our carrier is offering the following for the car and equipment. They should subrogate the deductible at a minimum. We may consider taking further action against the driver, but we are guessing that they had the minimum insurance requirements under state code.

Public Works (Williams)

Streets

- Water and sewer labs
- Street sweeping
- Patching streets (All around town)

Utilities

- Lift station rounds
- Dying sewers and working on I&I (stormwater infiltration)

Other Activities

- Parks and Broadway Street trash and recycling
- Mowing parks and medians
- Locates (#12)
- Service trucks and squad cars (Truck is back with new dump bed)
- Sign maintenance
- Building maintenance and clean up
- Job training
- Dirt work (Filling holes that have settled from stumps or other projects)
- Rocked holes in shoulders
- Sprayed weeds
- Poured a new sidewalk and alley approach on spring
- Patched alley on spring
- Cut tree down on Leffler
- Took out what was left of trees on the trail project
- Cleaning up branches after storm

Projects

- Trail project moving along. Working through issues with contactor, trail construction
- Opened the Gear bridge

Additional Items/Upcoming Items of Interest

- Waiting for Dave Bessine for traffic cameras so we can turn traffic lights off red flash. Any day now they are scheduled get this set up and running. Public Works knocked down some of the weeds around the intersection and we may try to get to more areas. There is apparently no mowing line item in the IDOT agreement. We have m=one more dead tree to remove at the end of the trail on the East side.

West Burlington Trailhead and Park Committee

July 9 at 9 am

Meeting Minutes

Met at City Hall

Present: Kelly Fry, John Johnson, Dennis Lee, Greg Mandsager, Melanie Young, Kim Rector

Following is a recap of items discussed on July 9th.

- discussed meeting from May 30 and reviewed ideas.
- reviewed DOT traffic counts for Gear and Hi. 34. Available on DOT website.
- still interested in incorporating beams removed from the temple. Beams are 36' and can be cut down.
- confirmed desire to incorporate prairie grass/natives flowers to address drainage area/low spot. Concern to keep it looking good and easy to maintain.
- want cost of filling in ditch with 55+ or Casey's dirt per council meeting July 17. Gregg to make some calls.
- desire to incorporate signage that informs WB residents of happenings in town. How can this be made to look good? Complimenting SCC digital sign was discussed. John J to research with Ritters. Confirmed priority is for readability by GEAR traffic and only secondary for Highway 34 due to traffic counts.
- want safety signage for trail like led stops signs on the trail or glow in the dark aggregate.
- consensus to avoid putting a post or barrier on the trail. (These just get ran or walked or driven into by runners, walkers, strollers and bikers!)
- desire for single, simple adult swing in park.
- consensus that we don't want a playground that would present as safety problem as this park is small and surrounded by fast moving traffic on 3 sides.
- desire for shelter to be prep for a walk or ride or small picnic. Could shelter be over trail? This would make it unique!
- want bike repair station.
- want water. No bathrooms.

Follow up actions:

1. Gregg to confirm what U of I students will do. Ideally they will design a layout and park with our committee's input.
2. John J and Gregg to contact Ritters, Nespers, SCC and or Sherwood to get a sign proposal or details.
3. Gregg to talk to Casey's and 55+ community for dirt cost and option.
4. Dennis to follow up with Rectory contacts to confirm timing and direction with rocks.
5. All-look at other parks/trailheads to solidify what is out there and could work in this park/trailhead.
6. Next Meeting-likely narrow down focus of park. It can't be everything to everyone. What are we trying to accomplish with this park/trailhead?
7. Next meeting on site at park on September 9 at 9 am.