



City Administrator & Staff Update

2024.08.09

Joint Meeting with the City of Burlington: We are all set for 9/23 at 4pm, SCC at the Private Dining Room just of the student dining area at the cafeteria.

- **STBG:** SEIRPC STBG & TAP funding letter and scoring attached.
- **Mt. Pleasant Street & Beaverdale Intersection:** Attached are the current estimates for signal and camera improvements for the TSIP grant for this intersection.
- **IISC:** Looks like we will have the following engineering projects for the Fall. Hoping for more projects in the Spring when they typically have larger class sizes:
 - Agency Street Trail - WB Ave to Gear.
 - Likely Broadway Trail to Rec Plex as well
 - Agency and Broadway Intersection (Perhaps Gear and Agency recommendations and Gear ((Mall to West side of street) if they can fit it in - at least some recommendations).
 - Luers Park Stormwater Projects/Designs
 - Housing Subdivision - Deery Property (Layout, utilities, roads, etc.)
- **Sunset Subdivision:** Council discussion September 4, 2024. Again, I noted that the city indicated that it was capable of providing sanitary sewer to the Sunset area during the 1975-1979 annexation proceedings. It did not commit to doing so. The city contemplated using taxes (levy rate), GO bonds, and noted that they often use special assessments for projects. More to come...
- **Comp Plan & Zoning:** Mojra Hauenstein with Bolten & Menk will be taking over as project manager for these efforts. Ed returned to the academic world. Mojra was going to be the original lead and a short bio is attached. I think you will see her up to speed rapidly. We have a plan to continue forward. The other team members are still part of the team. This is the team member I had originally planned to be working with and think you will like her approach and the results. Good call today with Jim and Mojra.

IT (Newberry)

- This week I am busy working on getting quotes for replacement software for the budget year.
- I moved our pages on Facebook to a business account and sent in paperwork to get verified to avoid losing access to any more Facebook pages. I still have not heard back

from Facebook support on the fire department page that I had submitted two days ago. I will let you know when I hear back from them.

- Had the evidence room computer take a dive this week, so I used one of the free computers we got on a government grant to replace it since we didn't have the evidence computer budgeted for this year.
- If you have any further questions feel free to reach out.

2024.08.02

- This week I have been getting some quotes for a new storage array. The quote has come in from Dell and I did get it to Angie.
- I am also looking for a replacement software for my inventory software as the one I use has discontinued the agent, so it doesn't inventory software installed on the computer any longer. I am looking at two products right now, so it is between SysAid and ConnectWise.
- This week we also had the evidence computer completely break so I am using one of those federal grant laptops to put down in evidence. I also sent you the quote on Marks computer as well.
- I do need to start looking at Laptops to replace in Eldon's car as I forgot to purchase the In Car Laptop last year. Eldon's laptop needs replace due to the touch screen going out. If you have any questions feel free to reach out.

Police/Fire (Logan)

- We had National Night out last night held down at the Auditorium. Very well attended event, with tons of activities being held.
- F&M Bank and Trust sponsored our Fire Fighters meal on Monday night. They provided a Taco Bar for us. Appreciate the generous donation.
- A generator was installed this week at the Fire Department. Bessine Electric installed the generator and McCann Plumbing has been hooking up the Gas. 3E will be out to show us how to run the generator and all the maintenance requirements.
- Ladder testing was completed on Tuesday, with a passing grade. I am waiting for the written report from the company, but we will have some maintenance issues that will need to be addressed.
- Special Olympics will be held at Dunking Donuts on Friday, August 16th from 0600-1200pm.

2024.08.02

- I had 7 applicants return application for testing for August 10th, police office testing.
- I have 1 FF that is interested in doing over the edge repelling event this Saturday. I forwarded the information onto him (he did participate).
- Trailways removed the radios and camera system from the car. It is ready for the insurance company to pick it up.

Building (Crooks)

Building – See two attachments.

- a. 16 permit applications have been received and or approved in the last 2 weeks. Several of these are for renovations to individual apartments at 701 Swan St.
- b. I have completed three scheduled site inspections at Walmart on the remodel project
- c. Completed a final inspection at 504 Layne Drive, Nexus Development's 4th building.

Code Enforcement

- a. 27 new nuisance notices have been sent out in last 2 weeks.
- b. Follow up was completed for ongoing nuisance issues with many being completed and closed.

Licenses

- a. 10 new license applications have been received and are in process of being issued

Rental

- a. New rental inspections were completed for eight units at Nexus Development 504 Layne Dr. They now have four of the seven buildings completed and open.
- b. Rental inspection was completed for a new owner at 213 Swan St.
- c. Worked on rental complaint for 701 Swan St.

Misc.

- a. Met with resident at 529 Leffler St regarding neighbor complaint
- b. Attended Zoom meeting with iWorQ
- c. Met with School Maintenance Director to inspect new emergency door hardware at the Elementary School.
- d. Met with property owner at 718 N. Gear regarding permit application for a garage.
- e. Returned many phone calls and emails for various reasons.

Finance (Moore)

- Worked with auditors for most of the week and worked to complete the work comp audit.

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)
- Clean lift stations
- Locates (#20)

Other Activities

- Parks and Broadway Street trash and recycling
- Mowing parks and medians

- Service trucks and squad cars
- Sign maintenance
- Building maintenance and clean up
- Job training
- Haul brush and grass
- Dirt work (stumps)
- Sprayed weeds
- Cleaned up limbs from storms
- Finished Spring Street concrete
- Exercised water valves
- Cleaned up trees in parks

Projects

- Inspected water for Alice Place apartments. They passed their pressure test and both bacteria test
- Four seasons is supposed to be at Caseys at the beginning of next week to hook up water and will be doing our valve for water tower the same time
- Jones is planning to have all concrete poured for trail this week
- Working on repouring ally approach on Huston
- Working on sidewalks (Huston, Winter and Ruthella)

Additional Items/Upcoming Items of Interest

- Dave Bessine installed cameras for gear lights and is waiting for someone to program them, which should hopefully be next week.
- The water for the play structure at the pool is not operating. The check valve went out on it and looking into it for repairs
- The Kubota tractor came in and working on getting it set up
- VFD went out at our south lift station for pump 3. Dave Bessine took it out and sent it in to diagnose the problem

Summary

- The check valve at the pool can't be replaced without the pool being drained. Plan on replacing all 6 of them when the pool season is over due to none of them working correctly
- The boiler for the pool needs to be replaced there's a hole in the manifold. Millard's is working on getting a quote for a new one.
- The new VFD is in the south lift station and running. Working with alliant and Dave Bessine to come up with a solution for a fix to this ongoing problem.

2024.08.02

Streets

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- Sign maintenance
- Building maintenance and clean up
- Job training
- Haul brush and grass
- Dirt work (stumps)
- Sprayed weeds
- Cleaned up stump grindings (#7)
- Cleaned up limbs from storms
- Working on spring street concrete

Projects

- Inspected water for Alice Place apartments. They passed their pressure test and first bacteria test and will be doing a second one today.

Additional Items/Upcoming Items of Interest

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Case Report

07/01/2024 - 07/31/2024

Case Date	Parcel Address	Land Owner / Landlord Name	Violation Type	Correction Required	Main Status
7/24/2024	535 BROADWAY ST	GERSTEL JACOB C	Nuisance Violation	Cut tall grass & weeds, remove brush piles, remove all junk	Active
7/24/2024	208 BROADWAY ST	CHRISTISON JOHN J & RUTH A	Nuisance Violation	Cut/trim overgrown weeds around fence line	Closed
7/24/2024	209 LEFFLER ST	ELLIOTT DAYTON R & LEAZER NICKLAS J	Nuisance Violation	Cut/trim the bush away from the alley	Closed
7/22/2024	413 E MT PLEASANT ST	STOUT LOIS M & STOUT DAWN A	Nuisance Violation	Repair or remove inoperable vehicles and remove brush pile	Closed
7/17/2024	309 RAMSEY ST	CERDA ISAAC	Nuisance Violation	Cut and trim tall weeds and remove the junk	Active
7/17/2024	618 BROADWAY ST	MARZECK GEORGE JR	Nuisance Violation	Cut & trim trees and bushes out of the alleyway	Closed
7/17/2024	409 E WHEELER ST	SWARTZLAN DER DANIEL S	Nuisance Violation	Cut all tall grass & weeds and remove junk from back yard	Closed
7/16/2024	410 BROADWAY ST	LEWIS JOYCE MARIA	Nuisance Violation	Cut & trim tall grass & weeds	Active
7/16/2024	1719 W MT PLEASANT ST	KPI ACQUISITION COMPANY LLC	Nuisance Violation	Cut & trim tall grass & weeds	Closed

Case Date	Parcel Address	Land Owner / Landlord Name	Violation Type	Correction Required	Main Status
7/16/2024	NOT AVAILABLE	JOHNSON JAY B REVOCABLE TRUST	Nuisance Violation	Cut & trim tall grass & weeds	Closed
7/16/2024	1206 W MT PLEASANT ST	JOHNSON JOHN E & DEBRA M REVOCABLE INTER VIVOS TRUST	Nuisance Violation	Cut & trim tall grass & weeds, Remove junk appliances and inoperable vehicles, & remove or repair unsafe building	Active
7/16/2024	113 RAMSEY ST	UNDERWOOD LANCE	Nuisance Violation	Cut & trim tall grass & weeds	Active
7/16/2024	630 RAMSEY ST	BRUHL DARRIN	Zoning Code	Remove the vehicle to a proper off street parking location	Closed
7/16/2024	118 WEST BURLINGTON AVE	BLACK MARK LLC	Nuisance Violation	Cut all tall grass & weeds around property and remove the junk pile	Active
7/16/2024	430 E WHEELER ST	HAMILTON MARIA EUNICE & BRIAN DEWAYNE	Nuisance Violation	Cut & trim tall grass & weeds	Closed
7/16/2024	426 E WHEELER ST	BERGMAN NICHOLE K	Nuisance Violation	Cut tall weeds, remove or repair shed, and remove junk in back yard	Closed
7/16/2024	421 E MT PLEASANT ST	H & A RENTALS LLC	Nuisance Violation	Cut tall weeds and remove junk pile	Closed

Case Date	Parcel Address	Land Owner / Landlord Name	Violation Type	Correction Required	Main Status
7/16/2024	429 E MT PLEASANT ST	HARRELL LEAH R	Nuisance Violation	Cut & trim the tall grass & weeds around the property	Active
7/16/2024	406 E WHEELER ST	NICHOLS CURTIS J & SERBREENA D	Nuisance Violation	Cut tall weeds around garage and remove the junk	Closed
7/16/2024	401 E MT PLEASANT ST	MCCAMPBELL SHANE	Nuisance Violation	Cut & trim tall grass & weeds and remove grass pile	Closed
7/16/2024	406 E GLASGOW ST	ENGEL ALEXANDER J & JENNIFER J	Nuisance Violation	Cut & trim the tall grass & weeds	Closed
7/16/2024	414 E GLASGOW ST	MADISON KEELEY K	Nuisance Violation	Cut tall weeds and remove junk wood	Closed
7/16/2024	909 BROADWAY ST	SCHNACK TERRY A	Nuisance Violation	Cut & trim tall grass & weeds	Closed
7/15/2024	305 PRAIRIE ST	KNUTSTROM DAVID R DECLARATION OF TRUST	Nuisance Violation	Cut & trim tall weeds around the property	Closed
7/15/2024	406 COTTAGE GROVE AVE	BEEBEE SHERRILL	Zoning Code	Remove the vehicle to a proper off street parking location	Closed
7/11/2024	503 BROADWAY ST	SMITH ALEXANDRIA R	Nuisance Violation	Cut & trim tall grass & weeds, trim the tree away from the sidewalk	Active
7/11/2024	414 LEFFLER ST	MARTIN MARCIA D	Building Code	Obtain permit for new roof	Closed

Case Date	Parcel Address	Land Owner / Landlord Name	Violation Type	Correction Required	Main Status
7/11/2024	551 SPRING ST	REED VERN H III & CYNTHIA A TRUST	Building Code	Obtain permit for new patio	Closed
7/10/2024	402 COTTAGE GROVE AVE	GERST AUDREY J	Zoning Code	Remove vehicles from front yard	Closed
7/10/2024	213 COTTAGE GROVE AVE	HAND MADISON MARIE	Nuisance Violation	Remove junk furniture from front yard	Closed
7/10/2024	400 WEST BURLINGTON AVE	PENCE TROY	Nuisance Violation	Cut & trim tall grass & weeds	Closed
7/10/2024	309 RUTHELLA DR	BRENNEMAN CURTIS M & SUSAN E	Building Code	Obtain a permit for concrete patio	Closed
7/10/2024	702 LEFFLER ST	HOWE JASON A	Nuisance Violation	Cut & trim tall weeds around property	Active
7/10/2024	611 LEFFLER ST	MARGOT & JAMES LLC	Building Code	Obtain permit for roof	Closed
7/9/2024	524 LEFFLER ST	JOHNSON CAPITAL HOLDINGS LLC	Nuisance Violation	Cut & trim tall grass & weeds	Closed
7/9/2024	634 RAMSEY ST	YONG SUET YOONG	Zoning Code	Remove the vehicle to a proper off street parking location	Closed
7/9/2024	104 SPRING ST	BROKAW NEAL A REVOCABLE INTER VIVOS TRUST	Nuisance Violation	Remove the brush piles from the property	Closed
7/8/2024	NOT AVAILABLE	BURLINGTON AGENCY REALTY LLC	Nuisance Violation	cut & trim tall grass & weeds, and provide tree maintenance	Active

Total Records: 38

8/7/2024



07/01/2024 - 07/31/2024

Permit Date	Permit Type	Site Address	Residential /Commercial	Description	Main Status	Total Fees
7/31/2024	Alteration	406 Kimberly Dr.	Residential	Egressed Window	Approved	\$54.50
7/29/2024	Decks/Patios/ Porch Coverings	305 Spring St.	Residential	New wood deck	Waiting Payment	\$50.00
7/24/2024	Roof	106 Summer St.	Residential	New metal roof	Approved	\$0.00
7/24/2024	Roof	106 Summer St.	Residential	New metal roof	Approved	\$0.00
7/24/2024	Roof	106 Summer St	Residential	New metal roof	Approved	\$25.00
7/23/2024	Driveway	309 Ruthella Dr.	Residential	Partial driveway replacement	Approved	\$25.00
7/23/2024	Driveway	102 Shady Lane	Residential	Driveway	Approved	\$25.00
7/23/2024	Decks/Patios/ Porch Coverings	611 Leffler St.	Residential	Building wooden porch on front no overhang	Waiting Payment	\$25.00

Permit Report Summary

Permit Date	Permit Type	Site Address	Residential / Commercial	Description	Main Status	Total Fees
7/18/2024	Fence	310 E. Pennington St.	Residential	Replacing existing vinyl fence including the chain link fence portion THE FENCE IS APPROVED TO MOVE FORWARD WITH THE EAST SECTION BEING RELOCATED 10' WEST TO THE EAST PROPERTY LINE AND NOT LOCATED ON THE CITY RIGHT OF WAY.	Approved	\$25.00
7/17/2024	Roof	601 Swan St.	Residential	Roof Replacement on garage	Approved	\$0.00
7/17/2024	Decks/Patios/ Porch Coverings	612 Melville Ct.	Residential	Deck Alteration	Approved	\$25.00
7/15/2024	Siding	222 Summer St.	Residential	Siding on garage	Approved	\$25.00
7/15/2024	Fence	702 E Agency St.	Industrial	15'x15'x8' High Chain-Link Fence with Barb Wire	Approved	\$25.00
7/15/2024	Alteration	102 E Agency Rd	Commercial	Repair cmu masonry damaged by car hitting building	Approved	\$93.00

Permit Date	Permit Type	Site Address	Residential /Commercial	Description	Main Status	Total Fees
7/14/2024	Roof	414 Leffler st	Residential	Tear off roof on house and garage and replace new Owens Corning Duration shingles	Approved	\$25.00
7/11/2024	Decks/Patios/ Porch Coverings	501 Ruthella Dr.	Residential	Installing pergola over patio	Approved	\$25.00
7/11/2024	Decks/Patios/ Porch Coverings	309 Ruthella Dr.	Residential	New concrete patio	Approved	\$50.00
7/11/2024	Decks/Patios/ Porch Coverings	551 spring st	Residential	20x18 patio	Approved	\$50.00
7/10/2024	Roof	611 Leffler St.	Residential	Installing new roof	Approved	\$25.00
7/10/2024	Roof	545 Melville Ave.	Commercial	New roof	Approved	\$250.00
7/9/2024	Driveway	314 West Burlington Ave.	Residential	Driveway & sidewalk	Approved	\$25.00
7/8/2024	Alteration	504 Swan St.	Residential	Repairing south foundation wall of crawl space	Approved	\$69.20
7/2/2024	Decks/Patios/ Porch Coverings	310 E Pennington St.	Residential	concrete patio 18X10	Denied	
						\$916.70

Total Records: 23

8/7/2024



211 N. Gear Avenue, Suite 100
West Burlington, Iowa 52655

Tel: 319.753.5107
Fax: 319.754.4763
Website: www.seirpc.com

July 29, 2024

Re: Surface Transportation Block Grant Program (STBG) and Transportation Alternatives Program (TAP) Funding Awards

Dear Regional Partner:

This letter is to inform you that the Southeast Iowa Regional Planning Commission Policy Board voted at their meeting on July 25, 2024, to approve the Final FFY2025-2028 Transportation Improvement Program (TIP). As part of approving the Final TIP, the SEIRPC Policy Board approved projects for regional STBG and TAP funding in FFY 2028. Please see the enclosed sheet for the regional STBG and TAP project scores, rankings, and approved funding amounts.

If your project did not score high enough to receive funding this year, we would encourage you to apply again in a future round. SEIRPC staff is always open to answer questions about the application process or ideas for improving your score in future funding cycles up until the yearly deadline at the end of January

If you have any questions relating to the regional programming of federal STBG or TAP Funds, please contact me at your earliest convenience by e-mail at zjames@seirpc.com or by phone at 319-753-4313.

Regards,



Zach James
Assistant Director

FFY 2028 City STBG Scores, Rankings, and Anticipated Funding

Rank	Sponsor/Project	Score	Request	Anticipated Funding
1	City of West Burlington – Mount Pleasant Street Rehabilitation, Phases 3 and 4	486.71	\$1,819,758	\$1,356,606
2	City of Burlington – Valley Street Resurfacing Project, 5th Street to Main Street	447.86	\$1,439,006	\$0
3	City of Mediapolis – Main Street Improvements, Phase 4	432.71	\$1,155,000	\$0
Total Anticipated Funds – City STBG				\$1,356,606

FFY 2028 County STBG Anticipated Funding (not competitive)

Sponsor	Request	Anticipated Funding
Henry County – H28 6" PCC Overlay, Hwy 218 to 200' E of Oasis Ave	\$2,344,000	\$1,658,073
Total Anticipated Funds – County STBG		\$1,658,073

FFY 2028 TAP Scores, Rankings, and Anticipated Funding

Rank	Sponsor	Score	Request	Anticipated Funding
1	City of Mount Pleasant – N. Grand and Winfield Avenue Trail	52.71	\$669,000	\$511,258
2	City of West Burlington – Agency Road Trail	51.86	\$1,478,000	\$0
3	City of Burlington – Flint River Trail Connection at Riverside Park	41.71	\$76,400	\$0
Total Anticipated Funds – TAP				\$511,258

Dave Bessine Electric
715 Valley Street
Burlington, IA 52601

319-752-6046 office
dhoward@bessineelectric.com



Name / Address
City of West Burlington 122 Broadway st West Burlington, IA 52655

Quote

Date	Estimate #
6/26/2024	3322
Project	
Old 34 Traffic Cameras	

Description	Total
****City Of West Burlington****	
****Traffic control upgrade at Old 34 and Beaverdale Rd****	
Scope of work: Install new video detection system -This will include all material, labor, programming, traffic control and man lifts to complete the project	
Material	34,364.98
Bucket Truck Rental	1,800.00
Traffic Control	4,000.00
Labor	4,676.50

Quote is good for 30days?
please sign 1 copy and send
the other copy back. thanks

Total \$44,841.48

Dave Bessine Electric
715 Valley Street
Burlington, IA 52601

319-752-6046 office
dhoward@bessineelectric.com



Name / Address
City of West Burlington 122 Broadway st West Burlington, IA 52655

Quote

Date	Estimate #
6/26/2024	3367
Project	
Old 34 traffic heads	

Description	Total
****City Of West Burlington****	
****Traffic light fixture replacement at Old 34 and Beaverdale Rd****	
Scope of work: Install traffic light fixtures	
-This will include labor, material, traffic control and man lifts to complete the project	
-Remove existing and install contractor furnished traffic light fixtures and mounting brackets (Quantity of 10 fixtures)	
Material	12,801.48
Bucket Truck Rental	1,800.00
Traffic Control	4,000.00
Labor	8,160.00

Quote is good for 30days?
please sign 1 copy and send
the other copy back. thanks

Total \$26,761.48