



## City Administrator & Staff Update

2024.10.18

### Trail Ribbon Cutting: Wednesday 10/30 at 9am by Coffee Shop

- **Gear Avenue:** As we discussed we are looking at turn lanes at the property across from SCC and for Caseys. Once we have correct measurements, etc. the markings will be removed and repainted.
- **Prairie:** Prairie Planting on Tomorrow at Pat Klein Park around 10:15am if you are interested in participating. Everything is prepped and ready. This is root stock so it will not be until Spring that we see the results. We will work on educational pieces, signage, etc. Hoping to work with schools as well.
- **Comp Plan Meeting:** Meeting was held of the steering committee this past Monday. Good information from the group. Looking forward to follow up in November and for the public component as well. PowerPoint attached.
- **Zoning Meeting:** Zoning Steering Committee met as well. This is a little more tedious in nature but important. We will also follow up in November with this group.
- **Art at City Hall, Mall and Other Locations:** During our call with the Arts and Culture IISC group we discuss the potential of adding art to City Hall and the Mall. We. Will follow up with the Art Center. Sounds like they will be receiving a number of watercolors of West Burlington history.
- **Housing Project:** I spoke with a potential developer in hopes of connecting them up with the Pennington property owners. Hoping to see a housing project get started at that site.
- **Master Gardeners** – I will be speaking to the Master Gardeners at their February meeting. Hoping to enlist some volunteers as well.

### IT (Newberry)

- This week, I've been focused on deploying a few more computers. I still need to complete the deployment for the two at the street shop and finalize the squad car computer once Sgt. Melssen is back in town tomorrow. After that, all the new computers for this fiscal year should be deployed.
- We also received the new monitors that were budgeted for this week. I'm still waiting on Tyler Technologies to release an update for Incode. Unfortunately, this has prevented me from running Windows updates for the past three weeks. Hopefully, they'll get that done soon so I can proceed with pushing out updates.

- We had a recent issue with the Office 365 backups, but I received a successful status message this morning, and backups are running smoothly again. Additionally, I've sent an email to request a quote for our VMware renewal, and I'm aiming to get this processed early to avoid any potential cost increases at the end of the year.
- I'm also in the process of scheduling a conversation with a Microsoft licensing specialist to ensure we have an accurate quote for Windows Server licensing for the upcoming budget. Lastly, I need to remind Jesse to get a quote from Keltec for upgrading our Panasonic software, as it reached end-of-life this year, and the final update has been pushed out.

### **Police/Fire (Logan)**

- Fire Prevention week was last week for the Fire Department. We went to the WB Elementary and spoke to the Kindergarten and Preschool class, went out to Kid Zone and SCC and spoke to the preschoolers at both of those locations.
- Sgt Melssen was out in Council Bluffs recertifying as Rifle Instructor for the Department.
- Application close next Friday for the Police with Physical Agility test the following weekend.
- Looking at starting a Firefighter 1 class for the Firefighters starting in January. Will have an instructor for the State teaching the class.

### **Building (Crooks)**

#### **Building**

- a. Nine building permits issued for a variety of projects ranging from sign, fence, siding, new garage, apartment alteration, and patio.
- b. A final inspection was completed for a Certificate of Occupancy at 510 Layne Drive. This is the 6<sup>th</sup> building at Nexus Development
- c. The alteration permit for Bath & Body Works at 411 W. Agency Road has been completed and the project will begin soon.

#### **Code Enforcement**

- a. No new nuisance notices sent out
- b. Follow up was completed on outstanding nuisances with some being closed out

#### **Licenses**

- a. Four new licenses were issued

#### **Rental**

- a. Rental inspections were completed on the eight new apartments at Nexus Development, 510 Layne Dr.
- b. A rental inspection was completed at 410 Leffler St.

#### **Misc.**

- a. I attended an in-person workshop as part of the zoning committee

**City Clerk (Fry)**

- **Attending IMFOA in Des Moines.**

**Finance (Moore)**

- Attending IMFOA in Des Moines
- Working on audit and TIF. Several reports due soon – AFR, TIF (County and State), etc.

**Public Works (Williams)****Streets**

- Water and sewer labs

**Utilities**

- Lift station rounds
- Clean lift stations
- Locates (#18)

**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
- Haul brush and grass
- Sprayed weeds
- Cleaned brush
- Trimmed Broken branches all through town
- Hauled brush
- Street sweep
- Starting to winterize pool
- Dirt work west side of trail
- Water grass along trail
- Replace hydrant (Huston/Spring)
- Replace hydrant (Melville)
- Replace hydrant (Agency)
- Planted trees along trail and in parks (25)
- Dirt work for 6 Ground up stumps
- Flushing hydrants all through town

**Projects**

- There are a few things left with Casey's sidewalk that need changed to make ADA compliant
- Caseys has a few small changes that need addressed with their sewer tie in before the project is finished

**Additional Items/Upcoming Items of Interest**

- I have a list of trees in our right of way that have been damaged by storm that we will be working on taking down
- Dreyer painting is starting to replace caulking inside pool and will be painting the inside.
- Working with the university of Iowa they will be planting a prairie in a section of Pat Kline Park October 19
- We will start our yearly jetting sewers within the next couple weeks

#### **Summary**

- 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.
- Dreyer painting has finished the caulking and painting inside of the pool

# FRENCH - RENEKER - ASSOCIATES, Inc.

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July 22, 2008

Mr. Dan Gifford  
City Administrator  
122 Broadway  
West Burlington, Iowa 52655

RE: Ben Brinck Site Development (08-071)

Dear Dan,

Enclosed is a sketch drawing of Mr. Brinck's proposed development at 1050 S. Gear Avenue. We are sending you this sketch plan in compliance with the West Burlington Subdivision Ordinance, Section 166.07 for initial review.

Mr. Brinck contacted us to assist him in this development. This design incorporates Mr. Brinck's specific direction regarding lot layout and access. For this development project to be feasible, Mr. Brinck believes he must have access to Gear Avenue and he must maximize the number of lots with Gear Avenue frontage. Access to Gear Avenue, from the site, has become contentious, primarily because it is only about 300 feet south of the Highway 34 ramps and entrance to the Southeastern Community College (SCC). Mr. Brinck has asked that an engineering review of the project be completed to gather information and facts related to the City's decision to allow access to Gear at his preferred location. We have gathered the following information regarding the proposed entrance to Gear Avenue:

- The City of West Burlington holds the access rights purchased by the Iowa DOT. The Iowa DOT had obtained access rights to a point 600 feet south of their entrance/exit ramps to Hwy. 34. Since this area is now more urban than rural, their current policy would be to obtain access rights to a point 300 feet south of their ramps. The proposed entrance is approximately 300 feet south of the ramps.
- The existing left turn lane to Southeastern Community College (SCC) is 200 feet long. We have visited with Gary Spencer and Bill Meck at SCC to determine if the length of the left turn lane is appropriate. They reported that the full 200' is utilized occasionally. They believe that shortening the signal cycle would help reduce the number of times the left turn lane is fully utilized. They have no objections to shortening the left turn lane to spur development of Mr. Brinck's site.
- Turn lanes provide two functions. They provide a lane to store traffic waiting to make a turning movement. If they are long enough, they also provide for traffic to leave the thru-lanes at the posted speed, before slowing to a stop in the turn lane. Both functions allow designers to provide smoother and safer traffic flow in the thru-lanes. Adding a new 50-foot left turn lane for Ben Brinck's property will leave the SCC left turn lane at 155 feet. In addition to

storage being shortened, the length available for deceleration is also shortened causing all left turning vehicles to begin to decelerate sooner in the through traffic lane prior to moving into the turn lane.

- The 50-foot left turn lane into Brinck's property provides almost no length for deceleration, only storage of vehicles.
- The 50-foot left turn lane into Brinck's property has storage for only two passenger sized vehicles. It is not long enough to store a large tractor/trailer truck.
- The ultimate effect of a new entrance on Gear Avenue at this location will greatly depend on the amount of traffic the development will generate. A fast food restaurant, a gas station/convenience store, or grocery store may generate enough traffic to cause a major impact to the traffic flow on Gear Avenue at this location. On the other hand, office buildings, for example, would generate much less traffic and would have only a minor impact on the traffic flow.
- Mr. Brinck has indicated the entire north part of the property, shown as Lots 2 through 4, may go to one business; however, in order to maintain flexibility it is currently shown as three individual lots. Access to Lot 3 is shown as an easement across Lot 2. This could also cause congestion on the proposed street within the subdivision. The "frontage road" could also cause congestion on Gear Avenue, just as the frontage roads on Roosevelt Avenue caused congestion on that route.

We believe the level of service on Gear Avenue will be negatively affected by an entrance in the proposed location. The actual impact will depend on the number of vehicles using the access, and the time of the day they will use the access. Just as Kohl's, Menards, and Wal-Mart have affected the level of service on Agency, this access will affect Gear Avenue. Just as Kohl's, Menards, and Wal-Mart have had a positive economic impact on the City, the Brinck Development will also. Unfortunately only time will allow us to judge both the traffic impacts and economic impacts. The fact that the proposed entrance is approximately 300 feet from the ramps, and this is the distance that the DOT would control, if the access rights were being purchased today, pushes us toward allowing the access.

Very truly yours,  
FRENCH-RENEKER-ASSOCIATES, INC.

Stephen W. Hausner, PE & PLS

SWH/gle  
Enclosures



SCC Entrance

HWY. 34 Ramps

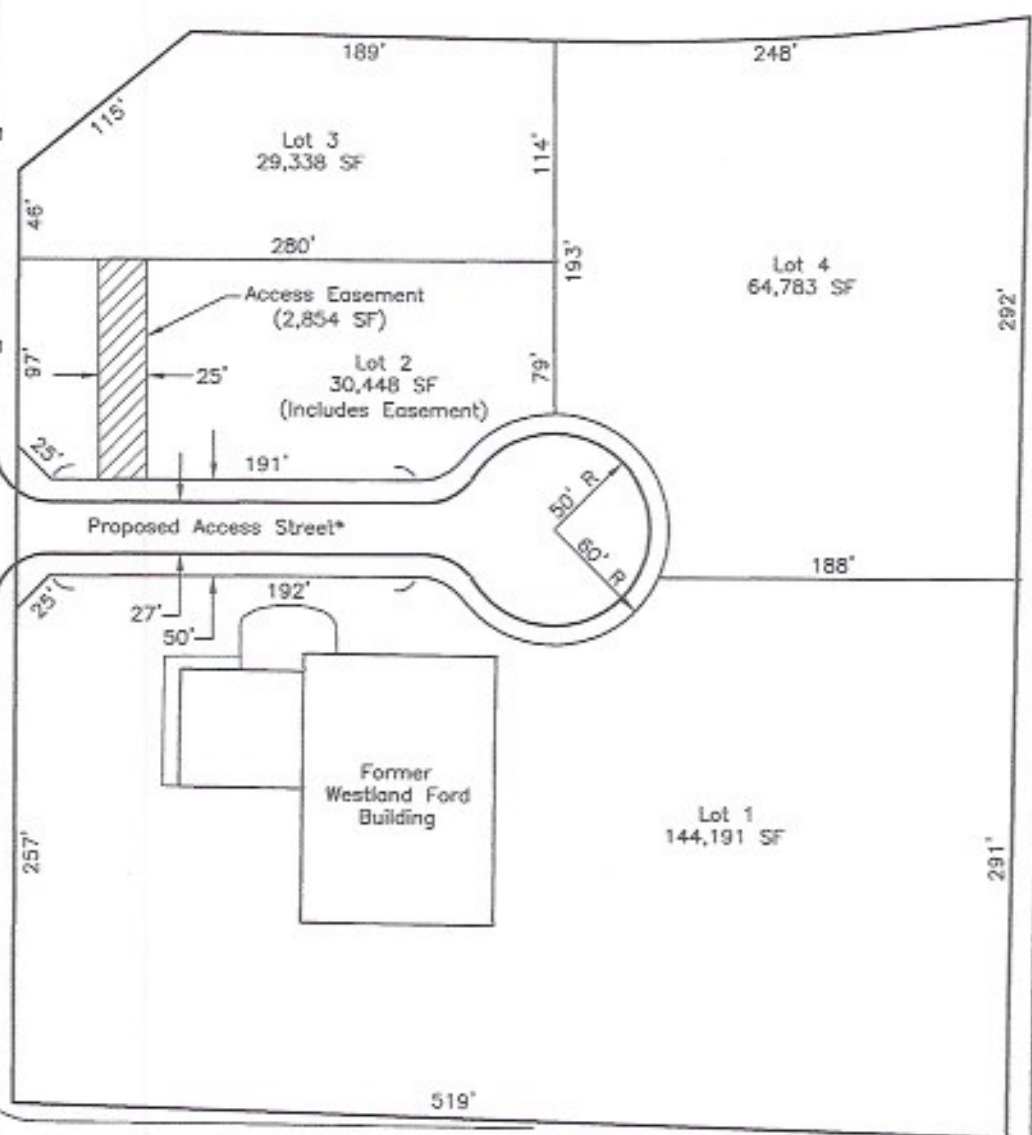
0 50 100

Exist. is Approx. 200'  
As Shown Approx. 155'

Approx. 50'

South Gear Ave. (Conc.)

Approx. 100'



\* Note: The proposed access street may be shifted up to 5' north or 10' south as the development progresses.

The dimensions shown hereon were taken from various records. The site has not been surveyed for the purpose of this development and therefore, the exact dimensions may vary.

SHEET 1 OF 1

Proj. No. 08-071

Date: 07/22/08

SKETCH PLAN  
BRINCK INVESTMENTS

Prepared By  
**FRENCH-RENEKER-ASSOCIATES, Inc.**  
Fairfield, Iowa  
Engineers & Surveyors



# **Comprehensive Plan Update**

October 14<sup>th</sup> Workshop



# Agenda

## AGENDA DETAILS

1. Introductions – 5 minutes
2. Project Status Update – 10 minutes
  - a. Reviewed chapter 1-3 comments
  - b. Developing draft goals and policies
3. Future Land Use Map Activity
  - a. Three groups
  - b. Identify problem areas or issues – 10 minutes
  - c. Identify desired change in land use over the next 20 years – 30 minutes
  - d. Share with other groups – 30 minutes
4. Next Steps and Conclusion



# Introductions

## Code Update Project Team

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# **Project Status Update**

**Thank you for your feedback on Chapters 1-3**

1. Introduction
2. Existing Conditions
3. Planning Legacy

## **Draft Chapter 4: Goals and Policies**

- Developing draft Goals and Policies
- Feedback due October 21<sup>st</sup> (one week)

## **Chapter 5: Future Land Use**

- Utilize input from today's workshop



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## **Draft Chapter 4: Goals and Policies**

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## **Chapter 5: Future Land Use**

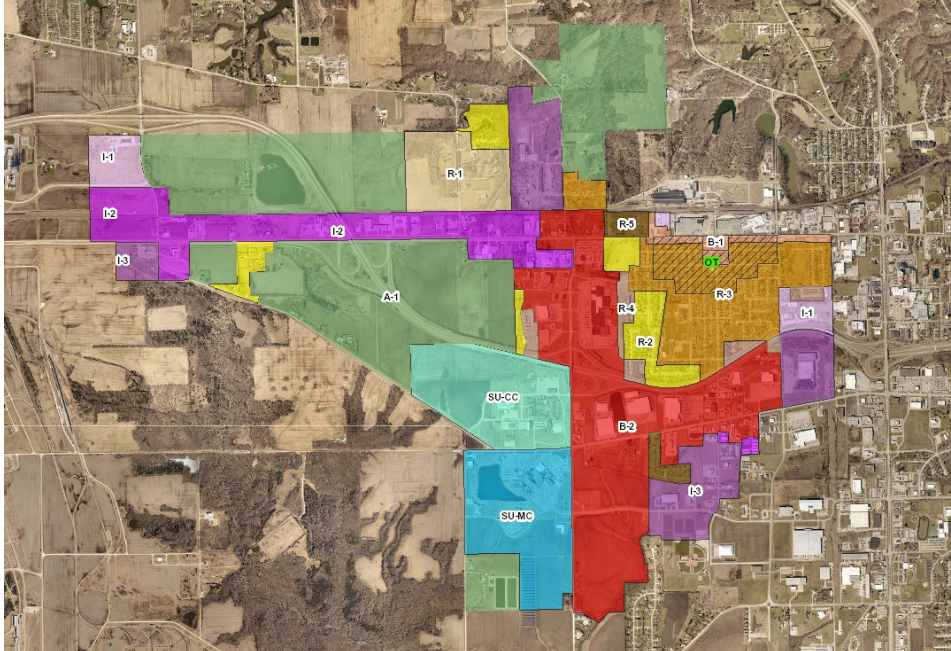
- Utilize input from today's workshop



# Zoning vs Land Use

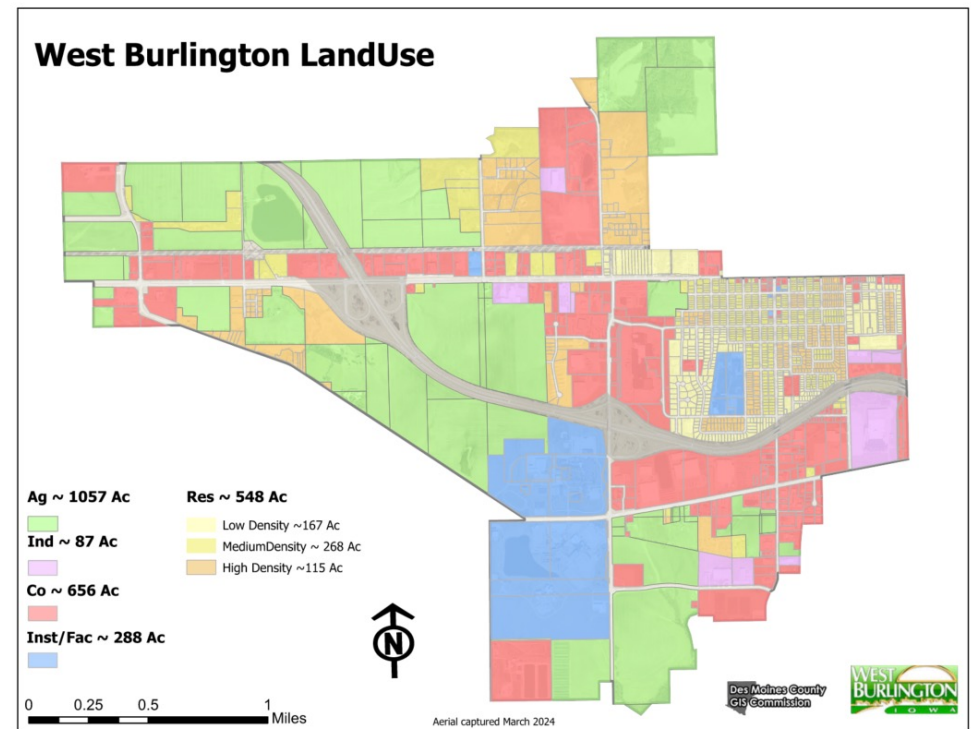
## Zoning

- Defines what activities and standards are permitted and prohibited on specific properties



## Land Use

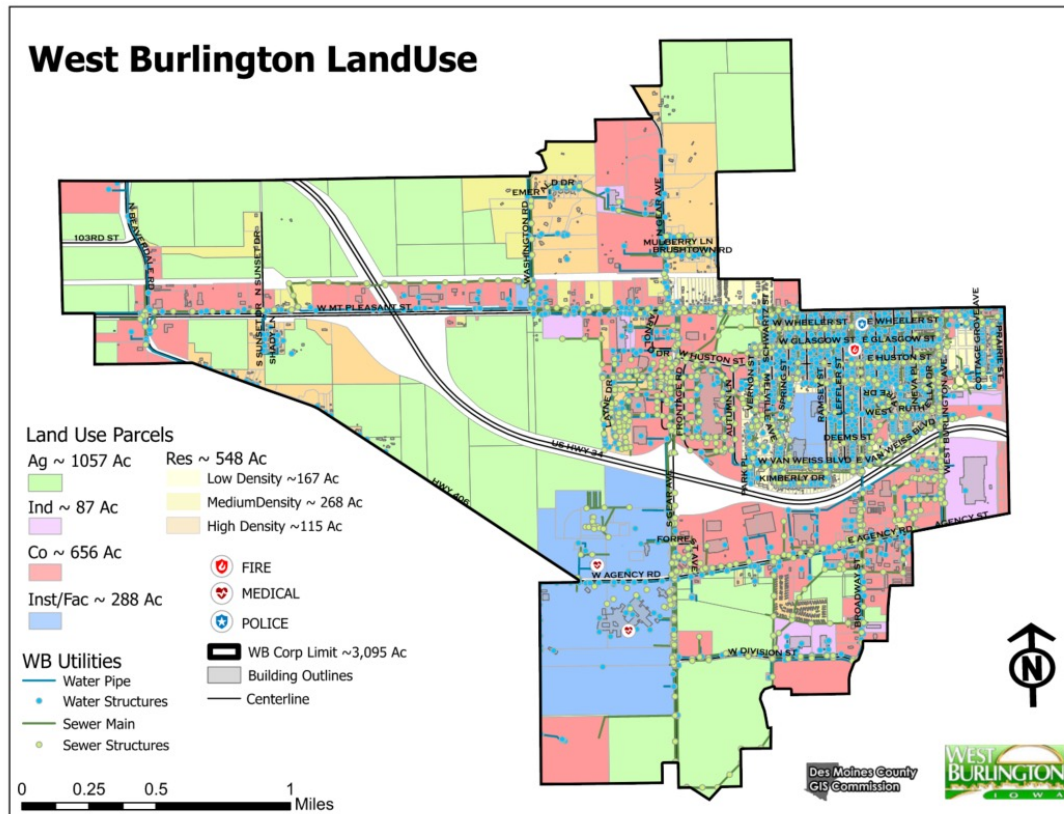
- Defines generally the nature of how land should be used



# Existing Land Use vs Future Land Use

## Existing Land Use

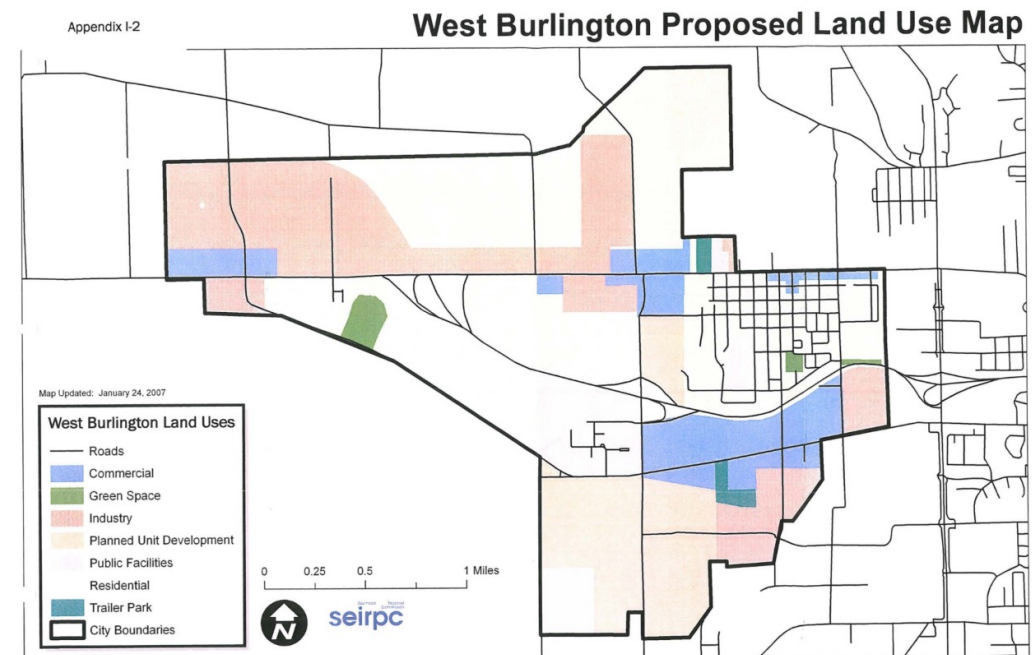
- Depicts current uses



## Future Land Use

- Depicts how land is *intended* to be used
- Aspirational and guiding

2007 Comprehensive Plan Future Land Use Map





# Activity

## Objective:

- Review Current Land Use Map
- Identify problem areas in West Burlington
- Identify areas for growth and opportunity

## Steps:

1. Break into three groups
2. Draw on map to ID problem areas
3. Draw on map to ID opportunities
4. Draw on map to ID any desired land uses
5. **Share findings with the other groups**

## Questions to Consider:

1. What are the problem areas in WB: large corridors, main intersections, and the mall?
2. What would you like to see for the future of the mall?
3. What areas are underutilized in WB?
4. Where is the most traffic congestion?
5. Where do people walk the most?
6. Where do people congregate the most?
7. Where are the biggest nuisance areas?
8. Gateways: where do you see gateways and character being implemented
9. Transition areas: where do you see incompatible uses close together?
10. Where do you see areas for growth and development opportunity?
11. ID areas for mixed use



# **Next Steps**

- **Feedback on goals and policies**
- **Develop future land use map based on this workshop**
- **Implementation**
- **Revisions**
- **Adopt plan**
- **Virtual check in meetings monthly along the way**

**Questions?**

