



City Administrator & Staff Update

2025.01.31

- **Budget: 5pm, February 5th, 2025**
- **Sewer Lining Video:**
https://www.dropbox.com/scl/fi/z8tz0ben5eo22des53j5d/.NatLLiner_FullAnimation_Final_r1-Copy.mp4?rlkey=srwh1h6dszsc2oycszc7li3x0&dl=0
- **Iowa Thriving Communities:** The Iowa Thriving Communities initiative provides communities that are leveraging innovative methods to attract housing opportunities for their workforce with a chance to be recognized for their efforts. A limited number of communities will be awarded the designation, which comes with highly sought after scoring points for the Federal Housing Tax Credit and/or Workforce Housing Tax Credit programs, in addition to incentive points for the HOME and Community Catalyst programs. The scoring points will be available through the end of the calendar year following the community's designation as an Iowa Thriving Community.
- **VA:** We met with the owner and engineers working on the VA project and reviewed plans, designs, site layout, water and sewer utilities, fire protection, access, etc. Looks like a great project. Originally, we were thinking having them bore under the street to access water and sewer, but upon further discussion internally we think a utility easement along the edge of our lift station to the East would be a much better fit for both parties, provide easier access and save cost.
- **Art in Downtown WB:** (More info at the end of the weekly update) Met with Elizabeth Pappas and Amy Moyner from the Art Center and the Main Street program respectively. We discussed several potential ways to incorporate art into the community. Great ideas. For the IISC project we are thinking that activating the space between Caity Hall and ABC fire with a small mural or murals, lighting and bench seating, and some greenery would make for an inviting and unique addition to downtown West Burlington. Elizabeth will be attending out 2/19 council meeting. Excited for this potential project! From Elizabeth:
Elizabeth Papas: I'm looping Chad and Gregg into our discussion about the potential for two public art projects in partnership with Ali Hval! Amy and I met with Gregg today to explore a complementary project in WB and finalize a specific location. Our goal is to develop two distinct yet interconnected projects that enhance each site while sparking engaging conversations and marketing opportunities around the theme of *two cities, one community*. Attached is Ali's concept for the downtown Burlington alleyway. Amy and I are currently working behind the scenes to confirm feasibility, including securing Alliant + city permissions/approvals, paint supply grants, and approvals from the other building owner.

Also attached are images of the designated space we discussed with Gregg—a small “pocket” alley next to WB City Hall and a Main Street business. The proposal includes a mural on one or both facing walls, with the potential to incorporate a lighting element.

- **Artist: Sample Artwork Ali Hval:**
 - <https://www.alihval.com/public-art>
 - Instagram: <https://www.instagram.com/alihval>
- **Housing Subdivision (IISC):** Final deliverables for the Deery Subdivision project are now posted:
 - <https://iisc.uiowa.edu/projects/west-burlington-deery-subdivision-engineering-and-design>
- **Watermain:** A large portion of work (boring the infrastructure) on the water main was completed today. Water testing and individual connections need made, but the project has been moving along well, and the contractor has been great to work with.
- **Franchise Fees:** Our 2024 4th quarter installment from Alliant amounted to \$62,452.46.

IT (Newberry)

- The correct power supplies for our storage array are shipping this week—hopefully, they will arrive soon.
- Canceled the Adobe Stock Images subscription as discussed in the budget meeting.
- Preparing laptops for Jesse and Eldon’s upcoming Motorola training in Vegas.
- Thought we needed a new phone for the City Clerk, but after troubleshooting with my Net Ally, I found it was just a bad patch cable in the basement. Replaced it, and the phone is now stable with no random network drop-offs.
- Still working on cleaning up the rack downstairs when time allows—it will be a long process.
- Decided to use existing equipment for the door access system, so we no longer need to order a new switch. I found five available ports on the switch purchased for the new interview room that meet the power requirements.
- Ordered a replacement hard drive for the surveillance (CCTV) system after one failed. The new drive cost \$90. Once it arrives, I’ll install it. Since it’s a RAID 5 system, there will be no downtime.

Police/Fire (Logan)

- Next meeting for the Fire Department, going to start NIMS training that needs that.
- Justin has been working on the Radio project and should be getting some extra radios ordered that we had budgeted for this year.
- I have my Police Officer testing on Saturday February 1st starting here at the PD. Right now, we have approximately 10 signed up we will see how many show up.
- Checking to see if we had any funds from the streets dept to help purchase that speed trailer that we got a Grant for.
- Eldon and I will be gone next Tuesday and gone the rest of the week for a training session.

Building (Crooks)

Building

1. Five new applications have been received and are in the approval process.
2. A site inspection was completed on the foundation for the new ImOn utility building on W. Division St.
3. A site inspection was conducted on an unpermitted project on commercial property.

Code Enforcement

1. No new nuisance notices were mailed out
2. Follow up was completed on outstanding cases.

Rental

1. Communication was completed with a property owner regarding seven dwelling units without rental permits. We have received applications and inspections are scheduled for next week

Miscellaneous

1. Review of commercial property for zoning code analysis.
2. I spoke with or emailed property owners on proposed projects coming up
3. I attended a zoom meeting with iWorQ
4. I attended a zoom meeting with engineers on new VA clinic
5. I attended the city budget meeting
6. I spoke to project manager for a small project at Walmart

Public Works (Williams)

Streets

- Water and sewer labs

Utilities

- Lift station rounds
- Clean lift stations
- Locates (07)

Other Activities

- Parks and Broadway Street trash and recycling
- Service trucks and squad cars
- Sign maintenance
- Building maintenance and clean up
- Haul brush and grass
- Patch
- Rock shoulders
- Watermain break (2 on Mt Pleasant St)
- Haul sand
- Clean up messes from watermain breaks
- Haul mulch for the springtime

Projects

- Local boring has started boring in watermain. They would like to have most of the watermain in the ground by the end of the week.

Additional Items/Upcoming Items of Interest

- Cole signed up to take his grade 2 in water distribution
- Jacob has signed up for his grade 2 in wastewater treatment
- Greg and I have selected Tyler Dameron for the open job position
- Greg and I had a meeting with alliant and will setting up another with some of their engineers for further discussion

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.

Downtown Burling Early Renderings:



West Burlington Downtown: Pocket space for art, cool place to relax and enjoy a cup of coffee, catch up with friends, take a selfie.

