



City Administrator & Staff Update

2022.12.09

South Lift Station

- **Budget:** We have started departmental budget reviews and hope to have those wrapped up early next week. Based on an initial review, taxable valuations appear to be down this year. We removed the increase in valuation from SEIRMC and with the Multi-Res category moving to residential, we lost value there as well (across the state based on state legislation).
- **Housing Committee:** Just and FYI...After hearing back from several of you, it looks like December 21 was the best option. We have set a meeting for 2PM that day. I will send out a meeting invite following this message. The Hanna-Keelan team will be joining via Zoom and you may choose that option as well. However, we will offer the option to join in at our offices here at SEIRPC if you would like to meet in person. Let me know if you have any questions. Thanks! Zachary M. James, Assistant Director, Southeast Iowa Regional Planning Commission
- **RISE:** Please see the attached RISE memo. The City of Burlington paid the entire amount back to IDOT, but the City apparently agreed to cover 25% of the costs in 2018. See attached and the memo and additional materials on the agenda. I have sent our Bond Counsel an email related to recovery of the funds.
- **Chamber Board:** The goals and upcoming events are attached for your information.
- **Community Visioning with spring community sessions** – See Kelly's comments below. We have requested more notice upfront before they set any meetings or sessions.
- **Insurance:** Our annual renewal for Property can in rather high with our current carrier, we will ask Council to renew at this rate, but have asked our agent to see with EMC and Travelers can do for us or any other municipal carriers he may be able to find.
- **Housing & 3D Printing:** Interesting concept to help create more affordable housing. Here is the ISU website <https://www.news.iastate.edu/news/2021/12/20/3dhomes>. Alquist 3D and ISU are working together on 3D homes. Here is there website as well <https://www.alquist3d.com>. I have attached 3 pages from a brochure Senator Lofgren provided as well as a Des Moines Register article.
- **Force Main Study:** Please see the attached update.

IT (Newberry)

- This week I have been implementing the new printers that Access technologies have brought us. I am slowly getting it figured out by myself. The guy that was sent from access was not very knowledgeable but they are getting me in touch with someone more knowledgeable on the copiers so we can get them set up how they need to be. I also had to update our server certificate as it had expired and pushed down to the computers so they could access the network. Some computers were down while this was going on in the police department for an hour and a half but then we were back up. This morning (Wednesday) I was able to reactivate

the security features that had to be disabled for the time being so everything is back up on that. I just got off the phone with access (Wednesday in the middle of writing this) they seem to have fixed the problems we were having. The next step is hardening the printers against attacks by changing the default settings. I also am signed up for training in February. I am doing remote learning on this certification to see if this is an option for the future. Either way it will count for my current certifications whether I obtain the new certificate or not. If I learn well remotely, I will try to do this in the future to save money on hotels and food. I will try to have stats next weekend before the holiday such as malware count etc. I have just been swamped this week with the copiers not working out the way they should.

Police (Logan)

- I've attached the yearly stats from January 1 to today's date. Also attached are the monthly stats showing month to month what we have done this year. Shoplifting is one that has increased this year. A press release from 's Thursday's Search Warrants conducted in West Burlington and Burlington will be provided.

Building/Fire (Ryan)

- Nuisances –
 - Building Permits and Licenses:
 - Code Review – Met with Midwest Realty and went through codes and their plans.
 - Rental Inspections –
 - Alcohol – None
 - Additional:
- Fire Dept –
 - I met with Midwest on Monday this week for several hours. Working on catching back up from being gone. Went through fire alarm listings provided by Stacia and returned those. Replied to phone calls with questions about zoning and sign applications.

City Clerk (fry)

- **Community Visioning** - We held our first in-person Community Visioning Meeting. The next meeting is at the end of January. Survey packets have been sent out to randomly selected residents to find out how to improve West Burlington's landscape through transportation enhancements. The goal of the project is to develop a landscape plan that will graphically illustrate the vision of the community. Input from residents is an important part of this process and ideas about community design and enhancement are valuable to West Burlington visioning committee.
- 2023 City Calendar is attached
- Renewals went out for Right-of-Way Permits
- Renewals went out for Tree Service Permits
- Held our first Pool Committee meeting – will be reaching out to concession services to look at options for offering more variety

FOR IMMEDIATE RELEASE

West Burlington Visioning Committee Seeks Residents' Input

Contacts:

Gregg Mandsager, City Administrator, City of West Burlington, Phone: 319-752-5451

West Burlington, Iowa Dec 15, 2022 – West Burlington has been chosen to participate in this year's Iowa's Living Roadways Community Visioning Program. Iowa State University is conducting a survey to learn residents' opinions on how to improve the West Burlington's landscape through transportation enhancements. The goal of the project is to develop a landscape plan that will graphically illustrate the vision of the community. Input from residents is an important part of this process and ideas about community design and enhancement are valuable to West Burlington visioning committee.

Survey packets will be mailed to randomly selected residents in West Burlington over the next few weeks. If you receive a packet, kindly take a moment to complete the questionnaire and mail it back using the enclosed postage-paid envelope. The questionnaire will take approximately 25 minutes to complete.

In addition to the survey, the West Burlington visioning committee will be meeting regularly to discuss transportation enhancement plans for West Burlington. The committee will also host a design workshop this summer. These meetings are open to all residents.

To learn more about participating in the visioning process, please call City Administrator Gregg Mandsager at 319-752-5451.

The Iowa's Living Roadways Community Visioning Program is sponsored by the Iowa Department of Transportation in partnership with Iowa State University Extension Landscape Architecture and Trees Forever.

Public Works (Mesecher)

- Water lab
- Locates
- Sewer lab
- Service trucks and Police Cars
- Clean blower building at wastewater plant
- Clean trucks
- Clean equipment at shop
- Haul Leaves
- Replace Hydrant at Derry Honda
- Watermain break at 401 Vernon
- Clean up at watermain break
- Repair fence at retention pond
- Clean up stumps
- Change outside lightbulbs at City Hall

- Work on shop doors
- Met with Norris about issues on Mt. Pleasant St.
- Haul dirt/mud from watermain break
- Clean DO probes at wastewater plant
- Clean blower room at wastewater plant

Educational Opportunity

Local Government Education Webinar Series

Parks and recreation in Iowa communities: Priorities and stories

Research suggests that among other things, communities where residents have a positive perception of quality of life identify amenities, both, essential and recreational, contributing toward that. Parks and recreation spending reflects the willingness, and sense of priority that communities assign to recreational amenities. Recreational amenities usually include parks and open spaces, swimming pools, splash pads, community centers, golf courses, walking and biking trails, dog parks, soccer fields, baseball fields, etc. How are communities in Iowa planning, prioritizing, and implementing this important aspect? Is there a divergence between urban and rural, small versus larger places?

The main objective of the webinar is to better understand how communities in Iowa are prioritizing parks and recreation. A panel of community representatives will share stories to highlight creative ways in how their respective communities are providing recreational amenities.

The webinar will include:

- A brief introduction on the value of parks and recreation to Iowa communities.
- Trends in parks and recreation spending, in small and large communities in Iowa
- Stories from select Iowa communities

There will be breakout sessions to allow 'peer' conversations and sharing of ideas.

Come join other communities from Iowa in this important conversation.

Date: January 20, Friday, 11 am -12:30 pm.

Presenters: Biswa Das, Erin Mullenix and Julie Aberg-Robison,

Panelists: Barb Barrick, City of Atlantic; Karen Clemens, City of New Hampton

Registration fee: Free

Registration link: <https://go.iastate.edu/9ZLGED>

Website: [Local Government Education | Iowa Government Finance Initiative \(iastate.edu\)](#)

Iowa Department of Management - Local Government Property Valuation System

29 - DES MOINES COUNTY January 1, 2022 Taxable Valuations
For FY2023/2024 Tax Levies
By Levy Authority, By County

USE FOR COMPUTING PROPERTY TAX RATES INCLUDES GAS & ELECTRIC UTILITY VALUATIONS

Code	Name	A VALUE FOR COMPUTING TAX RATES	B APPLICABLE INCREMENT VALUE	C DEBT SVC / 403.19 EXCL RATES *
RURAL	DES MOINES	737,519.594		737,519.594
URBAN	DES MOINES	1,199,928,520	160,590,483	1,360,519,003
	TOTAL FOR COUNTY	1,937,448,114	160,590,483	2,098,038,597
2929D001	DES MOINES COUNTY ASSESSOR	1,937,448,114		
	TOTAL FOR ALL ASSESSORS	1,937,448,114		
2929G267	BURLINGTON REGULAR	745,450,886	124,487,775	869,938,661
2929G267	BURLINGTON AGRICULTURAL	1,635,951		
2929G267S1	BURLINGTON SSMID	13,881,449		13,881,449
2929G268	DANVILLE REGULAR	26,699,571		26,699,571
2929G268	DANVILLE AGRICULTURAL	278,318		
2929G269	MEDIAPOLIS REGULAR	53,106,578	4,133,927	57,240,505
2929G269	MEDIAPOLIS AGRICULTURAL	349,104		
2929G270	MIDDLETOWN REGULAR	12,892,892		12,892,892
2929G270	MIDDLETOWN AGRICULTURAL	119,961		
2929G271	WEST BURLINGTON REGULAR	357,927,544	31,375,965	389,303,509
2929G271	WEST BURLINGTON AGRICULTURAL	1,467,715		
	TOTAL FOR ALL CITIES	1,199,928,520	159,997,667	1,356,075,138
29290882	BURLINGTON	1,185,234,025	143,156,287	1,328,390,312
29291602	DANVILLE	162,798,378		162,798,378
29562322	FORT MADISON	1,477,517		1,477,517
29294203	MEDIAPOLIS	382,089,507	4,140,030	386,229,537
29584509	MORNING SUN	9,759,833		9,759,833
29444689	NEW LONDON	15,522,008		15,522,008
29586759	WAPELLO	1,858,327		1,858,327
29296937	WEST BURLINGTON	173,807,828	13,294,166	187,101,994
29447047	WINFIELD-MT UNION	4,900,691		4,900,691
	TOTAL FOR ALL K-12 SCHOOLS	1,937,448,114	160,590,483	2,098,038,597
2929F016	SOUTHEASTERN CC	1,937,448,114	160,590,483	2,098,038,597
	TOTAL FOR ALL COMMUNITY COLLEGES	1,937,448,114	160,590,483	2,098,038,597
2929K001	BENTON	56,701,189		
2929K002	CONCORDIA	69,768,397		
2929K003	DANVILLE	74,335,556		
2929K004	FLINT RIVER	120,745,859		
2929K005	FRANKLIN	68,260,613		
2929K006	HURON	43,505,721		
2929K007	JACKSON	18,202,083		
2929K008	PLEASANT GROVE	45,520,383		
2929K009	TAMA	56,324,076		
2929K010	UNION	63,154,812		
2929K011	WASHINGTON	54,477,558		
2929K012	YELLOW SPRINGS	66,523,347		

USE FOR COMPUTING PROPERTY TAX DOLLARS EXCLUDES GAS & ELECTRIC UTILITY VALUATIONS

D VALUE FOR COMPUTING TAXES LEVIED	E APPLICABLE INCREMENT VALUE	F DEBT SVC / 403.19 EXCL RATES *
697,792,014		697,792,014
1,179,382,306	160,590,483	1,339,972,789
1,877,174,320	160,590,483	2,037,764,803
1,877,174,320		
1,877,174,320		
730,575,831	124,487,775	855,063,606
1,635,951		
13,881,449		13,881,449
26,599,366		26,599,366
278,318		
52,342,167	4,133,927	56,476,094
349,104		
12,765,710		12,765,710
119,961		
353,248,183	31,375,965	384,624,148
1,467,715		
1,179,382,306	159,997,667	1,335,528,924
1,136,830,682	143,156,287	1,279,986,969
161,442,640		161,442,640
1,443,258		1,443,258
376,977,969	4,140,030	381,117,999
9,258,700		9,258,700
15,432,714		15,432,714
1,853,115		1,853,115
169,119,148	13,294,166	182,413,314
4,816,094		4,816,094
1,877,174,320	160,590,483	2,037,764,803
1,877,174,320	160,590,483	2,037,764,803
1,877,174,320	160,590,483	2,037,764,803
56,386,672		
38,466,525		
73,330,221		
119,938,060		
67,239,447		
42,904,358		
18,162,747		
45,214,594		
55,718,752		
62,022,267		
53,544,542		
64,863,829		

Iowa Department of Management - Local Government Property Valuation System

29 - DES MOINES COUNTY January 1, 2022 Taxable Valuations
For FY2023/2024 Tax Levies
By Levy Authority, By County

USE FOR COMPUTING PROPERTY TAX RATES INCLUDES GAS & ELECTRIC UTILITY VALUATIONS			USE FOR COMPUTING PROPERTY TAX DOLLARS EXCLUDES GAS & ELECTRIC UTILITY VALUATIONS		
Code	Name	A VALUE FOR COMPUTING TAX RATES	B APPLICABLE INCREMENT VALUE	C DEBT SVC / 403.19 EXCL RATES *	F DEBT SVC / 403.19 EXCL RATES *
		D VALUE FOR COMPUTING TAXES LEVIED	E APPLICABLE INCREMENT VALUE		
	TOTAL FOR ALL TOWNSHIPS	737,519,594			697,792,014
2929C001	DES MOINES COUNTY AG EXTENSION	1,937,448,114			1,877,174,320
2929M001	KINGSTON SANITARY SEWER	1,687,220		1,687,220	1,687,220
2929M002	BENNETT ACRES SANITARY SEWER	1,468,209		1,468,209	1,460,511

*403.19 excludes PPEL FY01 and beyond and ISL FY14 and beyond
12/15/2022 9:13:38 AM

Subject to change due to court orders, settlements, etc.



September 6, 2022

Notice of Project Settlement Action

Nick MacGregor
Assistant City Manager to Public Works
City of Burlington
3510 Division
Burlington, IA 52601

Re: RISE Project Completion Settlement (Immediate Opportunity): Burlington,
Project Number RM-0977(645)--9D-29; Agreement Number 2016-R-011

Dear Mr. MacGregor:

Thank you for providing the requested RISE "Accomplishment Report". The Iowa Department of Transportation (DOT), by way of this letter, is declaring and giving notice that this agreement is now entering into the project completion settlement process.

The RISE funding for this project was based upon the jobs to be created by General Electric/ABB. RISE Immediate Opportunity funding is used as an incentive to get a company to locate and/or expand in Iowa and thus is eligible for a higher percentage of funding than our RISE Local Development program, which funds projects for speculative development.

A complete review of the accomplishment report shows that an average of 61 Full-Time Equivalent (FTE) jobs were created by General Electric/ABB. The requirements of paragraph 40 of the agreement are the creation of 128 FTE jobs by General Electric/ABB. Because this contingency commitment was not satisfied, the Iowa DOT intends to recommend to the Iowa Transportation Commission (Commission) that this project agreement be declared in noncompliance.

The Commission's project settlement procedure only considers the 'extra' funding that is received by a project sponsor beyond the 50 percent Local Development participation in the calculation of the settlement. The settlement policy is based on the average level of employment during the monitoring period. The enclosed "RISE Project Completion Settlement Proposal" computation, based on your accomplishment report figures and the actual amount of funds reimbursed, set the amount of \$233,123 Burlington will be required to repay the Iowa DOT.

The Commission provides the following three options for this repayment.


- Lump sum payment.
- Installment payments (5-year term maximum) with an interest rate based on the prime rate at the time the default is approved by the Commission, minus three percent.
- Charges against the city's share of the Road Use Tax Fund (RUTF).

Please advise us in writing of your preferred method of repayment by September 23, 2022. After you choose the repayment method and the conditions are agreed on, we will then take it to the Commission for their approval.

If you have any questions, please call Jennifer Kolacia at 515-239-1738 or by e-mail at Jennifer.Kolacia@iowadot.us.

Thank you for your cooperation.

Sincerely,


Craig Markley, Director
Systems Planning Bureau

Enclosure

Certified Mail No. 70092820000286015361

cc: Jennifer Kolacia, Iowa DOT, Systems Planning Bureau
Hector Torres-Cacho, Iowa DOT, District Transportation Planner



RISE Project Completion Settlement for:

RECIPIENT : City of Burlington
 PROJECT # : RM-0977(645)-8D-29
 AGREEMENT #: 2016-R-011

Reimbursable Maximum: \$1,536,000

To bring this project agreement to a close, in accordance with the procedure adopted by the Iowa Department of Transportation Commission (Commission), the Recipient (as identified above) is required to repay a portion of the RISE grant funds received.

The amount to be repaid is calculated in the following manner, according to the method approved by the Commission, all amounts are rounded to the nearest whole dollar or percentage point.

- Step 1** Determine the difference between the RISE grant funds actually reimbursed and 50% of the total eligible costs. The resulting amount is referred to as the "RISE Differential"

	Actual	
a. RISE grant funds reimbursed:	1,536,000.00	
b. FINAL eligible project costs:	2,175,375.00	
c. 50% of FINAL eligible costs:	1,087,887.50	
"RISE Differential" (a) - (c) =	448,312.50	\$448,313 Rounded

- Step 2** Determine average number of jobs for 6-month monitoring period.

a.	FTE Jobs at start of 6-month period:	409
b.	FTE Jobs at end of 6-month period:	379
	Average jobs for 6-month monitoring period [(a+b)/2]	394

- Step 3** Determine the contingency unfulfilled.

61 new jobs were created by General Electric/ABB

The funding contingency required that 128 FTE jobs be created.

a.	Existing Jobs at time of award (baseline):	333	
b.	Jobs required to be created (contingency):	128	
c.	Average jobs for 6-month monitoring period (Step 2):	394	Rounded
d.	Contingency required jobs not created [(a+b)-c]:	67	
	Determine percentage contingency unfulfilled (d/b):	52.34%	
	Therefore the percentage of contingency still unfulfilled is:	52%	Rounded

- Step 4** Determine the prorated settlement amount by multiplying the RISE Differential (Step 1) amount by the percentage of the contingency still unfulfilled (Step 3).

	RISE Differential (Step 1)	X	Percentage unfulfilled (Step 3) = Prorated amount
\$	448,313	X	52% \$233,123
			Rounded



December

- 14 – Government Relations, 7:30 – 8:30 AM
- 14 – 5th Grade Career Fair, 8 – 11:30 AM
- 15 – 8th Grade Career Fair, 8 – 11:30 AM
- 16 – Friday Forum, 8 – 9 AM
- 17 – Santa in Santa's Cottage, 11 – 1 PM
- 23-27 – Closed for Christmas
- 22-24 – Santa in Santa's Cottage 11 – 1 PM
- 30 – Closed for New Years

January 2023

- 2 – Closed for new Years
- 5 – Public Officials Reception, 4:30 – 6:30 PM
- 11 – Government Relations
- 11 – Greater Burlington Leadership
- 12 – Business After Hours
(C.U.R.E. Solutions)
- 20 – Friday Forum, 8 – 9 AM
- 27 – Annual Dinner, 6 – 10 PM
- 28 – Downtown Story Walk 10 AM – 2 PM

February 2023

- 1-2 – Southeast Iowa Days, in Des Moines
- 8 – Government Relations
- 9 – Business After Hours
(Capitol Performing Arts Center)
- 17 – Friday Forum, 8 – 9 AM

March 2023

- 9 – Business After Hours
(De Luxe Aesthetics)

April

- 13 – Business After Hours
(Midwest Realty Group)

May

- 11 – Business After Hours
(Spearfish, Inc)



Chamber of Commerce

- Holiday Showcase November 17 at BRE had great attendance and wonderful feedback.
 - New Member Luncheon on December 2 had 24 attendees representing many businesses.
 - New Mission Statement approved by Chamber Board.
 - Annual Dinner Silent Auction Sponsor still needed.
 - Still time to sign up for Italy Trip May 15-24, 2023. Register now. Final payment deadline due Feb. 8.
 - Golf Classic Major Sponsorships available include Premier, Eagle, Towel, and Cart.
- Membership: 559 Active: Includes 52 Multiple Locations, 37 Lifetime Members

Economic Development

- 5th & 8th grade career fairs this week at SCC.
- Lots of activity at the Mt. Pleasant Street Bakery.
- Southeast Iowa days are Feb. 1 & 2 – get with Rachel Lindeen if you'd like to join us in Des Moines.

Convention & Visitors Bureau

- New Executive Director introduction
- Looking forward to 2023

Downtown Partners

- TIGER Project
 - Winterizing Main and Jefferson, Riverfront is done, just cosmetic cleanup in the spring
 - New Lights are up on the blocks
 - Meetings in the Winegard Room every 1st and 3rd Wednesday at 8 AM 21st will be the last one until February
- DPI events are wrapped up:
 - Eat, Drink, Shop Downtown leading up to countdown to Christmas
 - January New Event "Winter Story Walk"

Partnering for the Future III - Top 10 Initiatives by 2023

- Launch numerous strategies outlined in *Transforming the Talent Pipeline* to reduce unfilled positions by 25%.
- Engage with existing companies to maximize growth opportunities for expansion.
- Realize \$150 million in private capital investment through economic development deals.
- Work with the private sector to spur 500 new primary jobs.
- Lead the redevelopment efforts of the Raider property in West Burlington.
- Continue with aggressive efforts to drive consumer traffic to Greater Burlington.
- Leverage the partnership with the Community Foundation of Des Moines County to grow endowed fund balances to \$10 million.
- Capitalize on the Opportunity Zone program to direct investment into targeted areas.
- Enhance the appeal, amenities, and visitor experience of area destinations.
- Continue the momentum in property redevelopment in Downtown Burlington and across the entire community.

Chamber of Commerce

- Continue providing Growth Zone training and promotion to secure robust member-use of new value-add tools.
- Launch of Chamber-Sponsored Trip to Italy in May 2023 with hope of sparking interest for future trips to other countries that will generate non-dues revenue.
- Review dues structure and research industry alternatives to consider simplification.
- Increase awareness and listenership of All Things Greater Burlington Podcast.
- Transition Community Guide into two publications for 2024.

Economic Development

- Continue implementing elements of the *Transforming the Talent Pipeline* strategy.
- Realize meaningful Pre-Apprenticeships with High School students into our manufacturing, medical and construction businesses. Pursuing up to 25 student apprenticeships
- Facilitate the sale and repurposing of the ABB Facility in West Burlington.
- Pursue Infrastructure improvements at the West Burlington Industrial Facility.
- Aggressively Market the facilities and assets at the Certified Site in Middletown, IA.
- Secure business investment and attraction projects with a goal of 50+ jobs created and \$25M of capital investment.

2023 Goals

- Facilitate current business expansion in Greater Burlington with a goal of 30+ Jobs created and capital investment of \$12M.
- Secure State, Business and Utility investments to address the shortfall of Natural Gas in our Region.

Convention and Visitors Bureau

- Deliver stand-alone Visitor Guide for 2024.
- Distribute 100% of 2023 Community Guides by December 1, 2023.
- Attract a minimum of two (non-riverboat) group tours by working with stakeholders to offer attractive, themed itineraries.
- Implement a Greater Burlington-centered excursion to Viking Mississippi's 2023 itinerary
- Prospect and directly solicit sports tournament organizers to bring two new events to Greater Burlington.
- Further utilize social media reach by increasing Visit Burlington Iowa Facebook visits by 20% YOY.

Downtown Partners

- Prioritize the sale of 300 Washington building for redevelopment in 2023.
- Aid in Shop Local campaigns such as "Shop the Block" to target the areas that are directly impacted by the TIGER Project.
- Work with City and stakeholders to adopt and approve design standards for Downtown district by end of 2023.
- Strategize communications and promotions to encourage consumer traffic during significant tourism events by partnering with the CVB. (follow-up through business engagement on increase in traffic).
- Launch of new Downtown Destination Brand to create community pride and tourism.

From: Danielle L. Cavanary dcavanary@shive-hattery.com 
Subject: City of West Burlington - Force Main Study: Project Status Report #04
Date: December 16, 2022 at 7:32 AM
To: Gregg Mandsager mandsager@WestBurlington.org, fryk@westburlington.org, Mike Brissey brisseym@WestBurlington.org
Cc: Tami L. Wilcox twilcox@shive-hattery.com, 1211470@projects.shive-hattery.com

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

City of West Burlington - Force Main Study: Project Status Report #04



Project Status Report #04

Shive-Hattery Project No. 1211470

Saturday December 03, 2022 thru Friday December 16, 2022

Shive-Hattery Contact Information

Description	Name	Phone	Email
Consultant	Shive-Hattery, Inc.	319.364.0227	
Project Design Leader	Tami Wilcox	563.594.8469	twilcox@shive-hattery.com
Project Manager	Danielle Cavanary	319.325.9149	dcavanary@shive-hattery.com

Scope

- **Summary of Work Done Last Period (end 12/16/2022):**
 - Continuing working on draft Project Need Definition Memo.
- **Forecast of Work to be Completed Next Period (end 01/06/2023):**
 - Draft Final Project Need Definition Memo.
- **Effort Outside of Scope of Services:**
 - None this period.

Schedule

The Contract was executed on October 05, 2022.

Milestone/Task	Date	Notes
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Need Definition Memo Submit To Client	Thu Jan 05, 2023	
Need Definition Memo Final Submit To Client	Thu Jan 12, 2023	<i>This is for council packets for Council Meeting Jan 18, 2023</i>
Submit 8-12 Options to Client	Wed Jan 18, 2023	
Virtual Client Meeting to Screen Option List to 1-2 Alternatives	Mon Jan 23, 2023	
Summary Report /Draft Facility Plan Submit to Client	Thu Mar 16, 2023	
Summary Report /Draft Facility Plan Review Meeting with Client	Thu Mar 23, 2023	
Summary Report/Draft Facility Plan Submit to Council	Wed Mar 29, 2023	<i>This is for council packets for Council Meeting Apr 5, 2023</i>
Summary Report/ Draft Facility Plan Present to Council	Wed Apr 05, 2023	
Finalize Summary Report/Draft Facility Plan	Mon Apr 10, 2023	

Client Action Items

- Transmit remaining documents and data that has been requested.
 1. *West Lift Station.*
 - a. *Construction Permit for recent upgrades.*
 2. *Two weeks' worth of hourly pumpage data for West Lift Station from SCADA.*

Des Moines Register

DEVELOPMENT

Iowa State University gets \$1.4 million to buy 3D concrete printer for low-cost homebuilding



Kim Norvell

Des Moines Register

Published 5:45 a.m. CT Dec. 20, 2021 | Updated 9:09 a.m. CT Dec. 20, 2021

Iowa's first 3D-printed home could be ready for its new owners by this time next year.

The Iowa Economic Development Authority on Friday approved \$1.4 million for the Iowa State University College of Design to purchase a 3D printer capable of producing concrete houses. Its goal is to build a neighborhood of up to 34 3D-printed homes in Hamburg, a southwest Iowa town recovering from a massive flood two years ago.

The agency's director, Debi Durham, said the college also will develop a curriculum for training contractors on 3D printing and new state building codes in order to allow wide use of the technique in Iowa.

"Obviously we have got to figure out how to bend the cost curve on affordable housing," Durham told the board Friday. "I am really excited for this. We have a long way to go for this to move the needle on affordable housing because we have a lot to learn."

Pete Evans, assistant professor of industrial design at ISU, said 3D-printed homes offer significant cost savings because they can be finished in a week or two. It can take months to build a home using traditional methods.

The concrete used in the 3D-printed structures also offers more sustainability and resiliency than lumber-framed homes provide, Evans said.

"With the winter derecho that just blew through, this provides an added level of safety for anyone who would be in one of these units," he said.

More: This is the world's first 3D neighborhood in rural Mexico

Elsewhere in the country, some communities are adopting the new technology. In Austin, Texas, homebuilding company Lennar and ICON, a Texas-based construction firm specializing in 3D-printed structures, are building 100 single-story, 3D-printed homes in what's believed to be the world's largest development of its kind, according to CNN.

Last year, SQ4D, a company founded to use the new technology in homebuilding, listed for sale the first 3D-printed home in the U.S. in Riverhead, New York. Its list price of \$299,000 was 50% below the cost of comparable newly constructed homes in the area, the company said.

The three-bedroom, two-bathroom, 1,400-square-foot home took 48 hours, \$20,000 and just three laborers to complete, according to the SQ4D website.

3D printing can also cut site waste by half, Evans said.

"There's a number of very powerful statistics," he said.

Iowa State is working with Council Bluffs-based Brunow Contracting to prepare the Hamburg site for construction in the spring. The actual printing could begin as early as next fall, depending on when the machine arrives, Evans said, cautioning it could take up to eight months.

ISU will work with community colleges in the meantime to develop the curriculum for teaching 3D-printed home construction.

"The project is turning a 20th century legacy into a 21st century opportunity to transform affordable housing," Evans said.

The Iowa Economic Development Authority awarded the \$1.4 million through its Strategic Infrastructure Program, which supports the exploration of new projects that can be widely adopted in the public and private sectors.

Kim Norvell covers growth and development for the Register. Reach her at knorvell@dmreg.com or 515-284-8259. Follow her on Twitter @KimNorvellDMR.



IGNITE
VITALITY
Through Workforce Housing

3D HOUSE PRINTING
PRESS CONFERENCE
DECEMBER 13, 2022



3D house printing by sub-contractor Alquist 3D

**COLLABORATIVELY EXPANDING THE SUPPLY OF WORKFORCE HOUSING IN
MUSCATINE COUNTY**
utilizing innovative tools such as 3D house printing



ABOUT 3D HOUSE PRINTING

Building System

- The homes are printed by a robotic arm that moves on rails and prints the house layer by layer from the ground up.
- This makes it easy to create curved walls – giving 3D houses their signature look.
- Muscatine homes would be printed on site, although it is possible for 3D printers to create prefabricated walls in factories and transport them to the home site.
- 3D homes are based on a design plan that is uploaded from a digital file. The 3D printer creates a blueprint of the object's design from computer-aided design software and follows the design as it prints.
- 3D printed homes use less manual labor, increasing safety on the job site.



3D printed house by sub-contractor Alquist 3D

Building Materials

- 3D homes are printed with a concrete mix called "crete."
 - This concrete mix makes houses incredibly durable and less vulnerable to the elements than stick-build homes. For example, they have the ability to retain temperatures and withstand natural disasters better than a stick-build home.
 - The compression of a 3D home lowers utility costs.
 - Concrete is more resistant to aging issues (such as mold, mildew, insects, etc.).
 - Muscatine Community College (MCC) has the only HEMP program in the state of Iowa. They will utilize this program to research the potential of creating a hempcrete mix to print houses, allowing materials to be locally sourced and creating a more environmentally friendly mixture.
 - Concrete production is responsible for 8% of global carbon dioxide emissions, according to Chatham House.
 - Hempcrete is a net carbon-negative material, which can provide major environmental benefits.
 - Hempcrete has excellent fire resistance and thermal insulating properties that can reduce heating and cooling energy demands.

Building Timeline

- The base of a 3D printed home is constructed in 12 days or less.
 - (Alquist 3D has done it in as quick as 28 hours).
- Finishes (i.e., roofing, plumbing, electrical, etc.) takes 6-10 weeks.



3D house rendering by sub-contractor Alquist 3D

Building Timeline

- Conventional manufacturing leads to significant amounts of waste – for every one pound used, 30 pounds of waste are created.
- Leftover crete mix can be used at the next worksite, eliminating unusable trimmed building materials.
- 3D printed homes are energy efficient, reduce utility bill costs, and minimize negative environmental impacts.



IGNITE VITALITY

Through Workforce Housing

Building Cost

- 3D printing technology costs an estimated 20-40% less to build a home than a traditional stick build.
- An Alquist 3D printed home in Virginia is estimated to have saved 15% per square foot in building costs.
- A 3D printed home can reduce labor costs by up to 80% – finishings still require manual labor.
- Because homes are made of concrete, the costs of storing and transporting building materials are nearly eliminated.

Why This Matters to Muscatine / Muscatine County

- Improving the housing stock is one of Muscatine's largest opportunities for improvement. A large shortage of affordable housing is burdening residents, increasing home and rental costs, and creating economic ripple effects in residents' lives. Rural areas often attract less developers, leaving Muscatine overlooked by large-scale development.
- Muscatine has a need for housing from entry level to executive.
- 62% of those employed in the City of Muscatine live elsewhere, according to 2019 U.S. Census Data.
- Total active listings in Muscatine have dropped every year for three years, while the total number of homes sold has increased in the same period.
- Muscatine's population growth was at or below 1.5% from 1980 to 2015.



Demographics for Muscatine / Muscatine County

- County income: \$60,435 median household income; \$30,902 per capita income
- City income: \$53,768 median household income; \$27,426 per capita income
- 26% of Muscatine County residents rent; 34% of City of Muscatine residents rent
- There is a high demand for ranch-style homes in Muscatine according to local realtors; they are the fastest to leave the market because they appeal to all buyers.
- 3D houses have promise for seniors because of the low-cost maintenance and accessibility.

WEST BURLINGTON POLICE

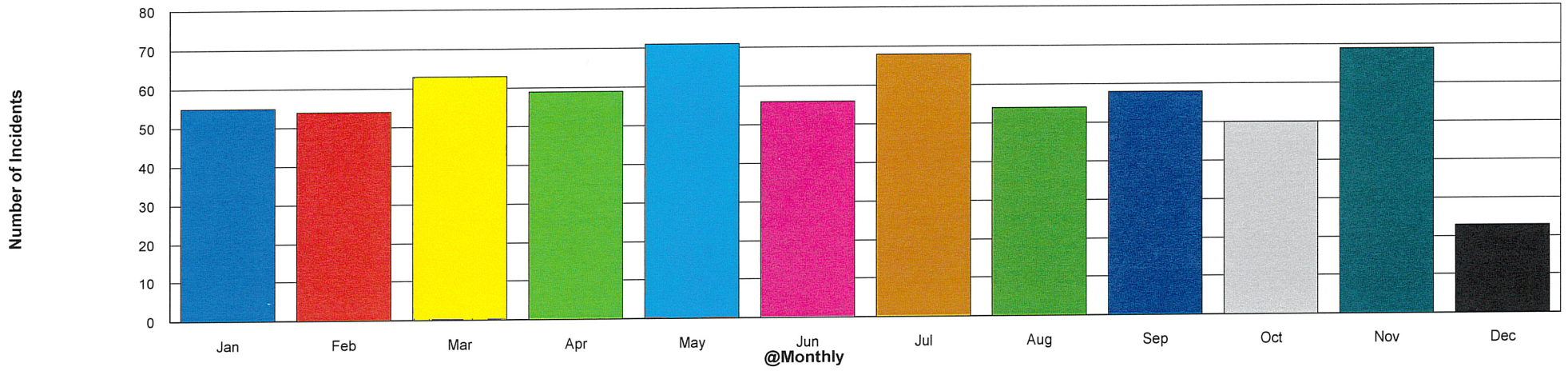
Monthly Comparison of Incidents

Most Severe Offense

01/01/2022 thru 12/15/2022

Count of Incidents / Month

For 2022



Offense - Most Severe	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1050PD/HIT & RUN 1050PD: HIT AND	0	0	1	0	0	0	0	0	0	0	0	0	1
1050PI/HIT & RUN 1050PI: HIT AND R	0	0	0	0	0	0	0	0	0	1	0	0	1
11C/SEX ASSLT SEX ASSAULT OTHE	1	0	0	0	0	0	1	1	0	0	0	0	3
13A/AGG ASSAULT AGGRAVATED AS	0	1	0	0	0	1	0	0	0	0	1	0	3
13A/DOMESTIC AGG DOMESTIC ASS	0	0	0	0	0	0	1	0	0	0	0	0	1
13A/HEALTH CARE HEALTH CARE PI	0	0	0	0	1	1	1	0	0	0	0	0	3
13A/LAW ENF OFCR ASSAULT OFFIC	1	0	0	0	1	0	0	0	0	0	0	0	2
13B SIMPLE ASSAULT	0	2	0	2	1	2	1	0	2	1	3	0	14
13B/DOMESTIC DOMESTIC VIOLENC	1	2	2	1	4	0	0	3	1	0	0	1	15

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
13B/S SERIOUS ASSAULT	0	0	1	0	0	0	1	0	0	0	0	0	2
13C INTIMIDATION	0	1	0	0	0	0	0	0	0	0	0	0	1
200 ARSON	0	0	0	0	0	0	0	0	0	1	0	0	1
220 BURGLARY/B&E	1	1	3	2	2	0	4	2	3	2	1	0	21
23B PURSE-SNATCHING	0	0	0	0	0	0	1	0	0	0	0	0	1
23C SHOPLIFTING	9	8	17	21	17	14	22	19	23	16	23	12	201
23D THEFT FROM BUILDING	0	1	0	1	1	0	0	1	1	0	1	1	7
23F THEFT FROM VEHICLE	0	1	2	1	0	0	1	2	2	2	1	1	13
23G THEFT VEHICLE PART	0	0	0	0	0	1	0	0	0	2	2	1	6
23H OTHER THEFT	1	1	0	0	2	3	3	2	0	2	2	2	18
240 MOTOR VEHICLE THEFT	1	0	0	0	0	1	1	1	1	0	0	0	5
250 COUNTERFEIT/FORGERY	0	0	1	1	2	0	0	0	0	0	2	1	7
26A SWINDLE/CONFIDENCE	0	0	0	0	0	0	0	0	1	0	0	0	1
26B CREDIT/ATM FRAUD	1	1	0	1	1	1	0	0	0	0	0	0	5
26C IMPERSONATION FRAUD	1	0	0	0	0	0	0	0	0	0	1	0	2
26D WELFARE FRAUD	0	0	0	0	0	0	1	0	0	0	0	0	1
26E WIRE FRAUD	0	0	1	0	0	0	0	0	0	0	0	0	1
26F Identity Theft	0	0	0	0	0	0	0	0	0	1	1	0	2
280 STOLEN PROPERTY	0	1	0	0	0	0	0	0	0	0	0	0	1
290 VANDALISM	2	3	3	0	6	1	4	2	0	2	0	0	23
35A DRUG/NARC VIOLATIONS	1	1	7	2	8	5	3	0	0	1	1	0	29
35B DRUG EQUIPMENT VIOL	0	0	0	1	0	0	0	0	0	0	0	0	1
520 WEAPON LAW VIOLATION	0	0	0	0	1	0	0	0	0	0	0	0	1

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
90A BAD CHECKS	0	1	0	0	0	0	1	0	0	0	0	0	2
90C DISORDERLY CONDUCT	0	0	1	0	0	0	0	0	2	2	0	1	6
90D DRIV UNDER INFLU	0	0	1	2	1	1	0	0	1	0	2	0	8
90E DRUNKENESS	0	1	2	1	0	0	1	1	0	2	1	0	9
90J TRESPASSING	1	5	0	8	2	4	3	4	3	2	4	1	37
90Z ALL OTHER OFFENSES	0	1	3	1	2	2	0	0	0	0	1	0	10
ACCT ACCIDENT TRACS IMPORT	13	12	10	12	9	13	8	6	11	11	15	0	120
ANIMAL BITE ANIMAL BITE	0	0	0	0	1	0	0	1	1	0	0	0	3
ASSIST OTHER AGY ASSIST OTHER	1	0	2	0	1	0	0	1	0	0	0	0	5
ATT SUICIDE ATTEMPTED SUICIDE	0	0	0	0	0	0	0	0	0	0	1	0	1
CHLD END CHILD ENDANGERMENT	0	0	0	0	0	0	0	1	0	0	0	0	1
DEATH DEATH INVESTIGATION	1	0	0	0	0	1	0	0	1	0	0	0	3
DEATH/NATURAL NATURAL DEATH II	0	0	0	0	0	0	0	1	0	0	1	0	2
DWLB DRIV WHILE BARRED	9	2	3	1	2	1	5	3	0	1	0	0	27
DWLS DWLS	0	0	0	0	0	0	0	0	0	0	0	1	1
DWR DRIVING WHILE REVOKED	2	4	1	0	0	1	0	0	1	0	1	0	10
FOUND PROPERTY FOUND PROPEF	1	1	1	0	3	1	3	0	0	0	1	0	11
HARASSMENT HARASSMENT	1	1	0	0	0	0	0	0	0	0	0	0	2
INFO INFORMATION ONLY	0	0	0	1	1	0	0	2	0	1	1	1	7
MOVING VIOLATONS MOVING VIOLA	1	1	0	0	0	0	1	0	1	0	0	0	4
RESTRAINING ORDR RESTRAINING	5	1	0	0	2	2	1	1	2	0	1	0	15
SAFEKEEPING PROP SAFEKEEPING	0	0	0	0	0	0	0	0	0	0	1	0	1
TOBACCO VIOL TOBACCO VIOLATIO	0	0	1	0	0	0	0	0	0	0	0	0	1

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
UNATTEND DEATH UNATTENDED DE	0	0	0	0	0	0	0	0	1	0	0	0	1
Total	55	54	63	59	71	56	68	54	58	50	69	23	680

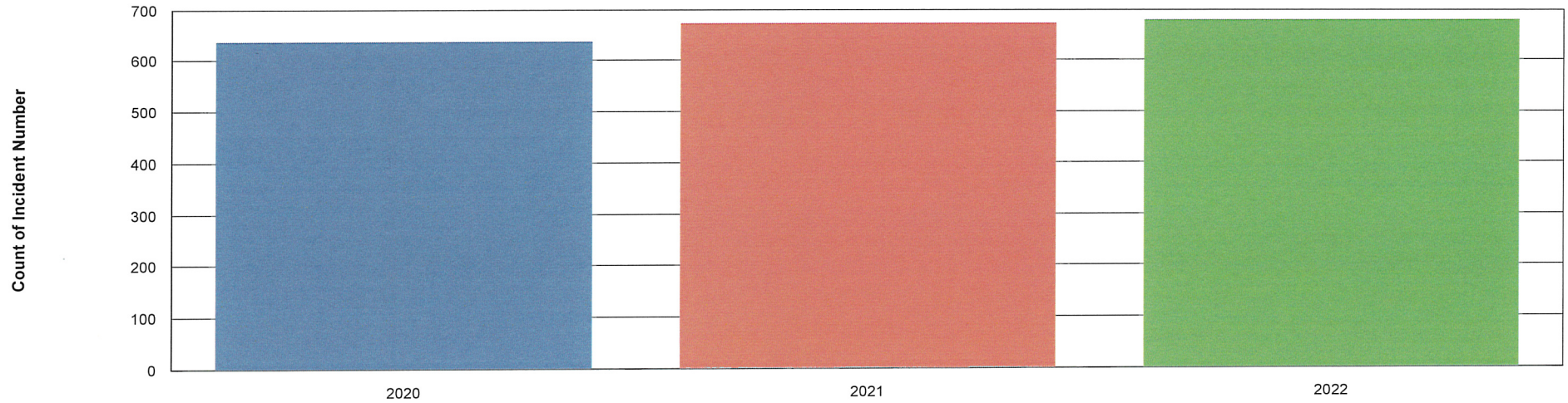
WEST BURLINGTON POLICE

Yearly Comparison of Incidents

Most Severe Offense

01/01/2020 thru 12/15/2022

Count of Incident Number / Year



Offense - Most Severe	2020	2021	2022	Total
09A MURDER/NONNEG MANS	0	1	0	1
1050PD/HIT & RUN 1050PD: HIT AI	0	0	1	1
1050PI/HIT & RUN 1050PI: HIT ANI	0	0	1	1
11A FORCIBLE RAPE	1	0	0	1
11C SEX ASSLT/W/OBJECT	0	1	0	1
11C/SEX ASSLT SEX ASSAULT OT	1	4	3	8
11D FORCIBLE FONDLING	0	1	0	1
120 ROBBERY	1	0	0	1

	2020	2021	2022	Total
13A/AGG ASSAULT AGGRAVATED	1	6	3	10
13A/DOMESTIC AGG DOMESTIC /	3	1	1	5
13A/HEALTH CARE HEALTH CARE	2	2	3	7
13A/LAW ENF OFCR ASSAULT OF	5	2	2	9
13B SIMPLE ASSAULT	13	21	14	48
13B/DOMESTIC DOMESTIC VIOLE	19	16	15	50
13B/S SERIOUS ASSAULT	7	10	2	19
13C INTIMIDATION	1	2	1	4
200 ARSON	1	0	1	2
220 BURGLARY/B&E	6	21	21	48
23B PURSE-SNATCHING	0	0	1	1
23C SHOPLIFTING	84	93	201	378
23D THEFT FROM BUILDING	27	15	7	49
23E THEFT FROM VENDING	0	1	0	1
23F THEFT FROM VEHICLE	9	11	13	33
23G THEFT VEHICLE PART	4	7	6	17
23H OTHER THEFT	22	28	18	68
240 MOTOR VEHICLE THEFT	13	10	5	28
250 COUNTERFEIT/FORGERY	7	12	7	26
26A SWINDLE/CONFIDENCE	1	1	1	3
26B CREDIT/ATM FRAUD	6	13	5	24
26C IMPERSONATION FRAUD	6	4	2	12
26D WELFARE FRAUD	0	0	1	1

	2020	2021	2022	Total
26E WIRE FRAUD	0	0	1	1
26F Identity Theft	0	0	2	2
280 STOLEN PROPERTY	0	3	1	4
290 VANDALISM	23	25	23	71
35A DRUG/NARC VIOLATIONS	34	31	29	94
35B DRUG EQUIPMENT VIOL	13	5	1	19
370 PORNO/OBSCENE MATL	1	1	0	2
520 WEAPON LAW VIOLATION	1	4	1	6
90A BAD CHECKS	0	3	2	5
90B CURF/LOITER/VAGRANCY	4	2	0	6
90C DISORDERLY CONDUCT	4	2	6	12
90D DRIV UNDER INFLU	16	19	8	43
90E DRUNKENESS	15	8	9	32
90F NONVIOL FAMILY OFF	1	1	0	2
90G LIQUOR LAW VIOLATION	3	2	0	5
90I RUNAWAY	1	2	0	3
90J TRESPASSING	13	14	37	64
90Z ALL OTHER OFFENSES	22	14	10	46
ACCT ACCIDENT TRACS IMPORT	136	135	120	391
ANIMAL ANIMAL CALL	6	6	0	12
ANIMAL BITE ANIMAL BITE	10	12	3	25
ASSIST OTHER AGY ASSIST OTH	14	9	5	28
ATT SUICIDE ATTEMPTED SUICID	0	0	1	1

	2020	2021	2022	Total
CHLD END CHILD ENDANGERMEI	1	0	1	2
DEATH DEATH INVESTIGATION	1	4	3	8
DEATH/NATURAL NATURAL DEAT	0	0	2	2
DWLB DRIV WHILE BARRED	18	12	27	57
DWLS DWLS	2	2	1	5
DWR DRIVING WHILE REVOKED	3	4	10	17
FOUND PROPERTY FOUND PROF	20	23	11	54
HARASSMENT HARASSMENT	4	6	2	12
INFO INFORMATION ONLY	7	13	7	27
LOST PROPERTY LOST PROPER	0	2	0	2
MISSING PERSON MISSING PER	1	3	0	4
MOVING VIOLATONS MOVING VIC	2	4	4	10
RESTRAINING ORDR RESTRAINII	16	12	15	43
SAFEKEEPING PROP SAFEKEEP	0	2	1	3
SUICIDE SUICIDE	3	0	0	3
TOBACCO VIOL TOBACCO VIOLA	1	4	1	6
UNATTEND DEATH UNATTENDED	0	0	1	1
WARRANT WARRANT	1	1	0	2
Total	637	673	680	1,990



CITY CALENDAR OF EVENTS 2023

DESCRIPTION	TIME
REGULAR CITY COUNCIL MEETING	6 PM
SPECIAL CITY COUNCIL MEETING	6 PM
BUDGET WORK SESSIONS (AS NEEDED)	6 PM
PLANNING & ZONING MEETING	6 PM
BUSINESS OF THE YEAR AWARD	TBD
CITY HALL CLOSED FOR A SCHEDULED HOLIDAY	
LEAGUE OF CITIES CONFERENCE - WATERLOO	
4 TH OF JULY CELEBRATION	All Day
TRICK-OR-TREAT	5:30-7 PM

NOTE:

- SEPT. 20, 2023 - regular council meeting conflicts with League Conference. Meeting moved to Tues., Sept. 19th at 6 pm
- 2023 Calendar is tentative and may be adjusted as needed.

JANUARY							FEBRUARY							MARCH							APRIL							MAY							JUNE										
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S											
1	2	3	4	5	6	7				1	2	3	4							1												1	2	3											
8	9	10	11	12	13	14	5	6	7	8	9	10	11	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10				
15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17				
22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24				
29	30	31					26	27	28					26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31									25	26	27	28	29	30
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JULY							AUGUST							SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER										
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S				
						1				1	2	3	4						1	2	1	2	3	4	5	6	7				1	2	3	4						1	2				
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	3	4	5	6	7	8	9					
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16				
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23				
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				26	27	28	29	30			24	25	26	27	28	29	30					
30	31																																												