

## City Administrator Report to Mayor & City Council

*July 08, 2015, Edition No. 181*

### WEEKLY UPDATE:

1. West Hill CSO: Attached please find the June 2015 West Hill Sewer Separation Project Progress Report. Stanley's in preparing the West Hill July 15, 2015 separation status report for the EPA and will be sending directly to them before the deadline. Karmen K. Heim, P.E., Stanley Consultants
2. Communications Manager: Emily Lofgren started on July 6th and has been busy studying up on the city and local government (comp plan, budget, etc.) We have been scheduling department tours, setting up social media, reviewing a number of communication ideas and will be formulating a communications plan. We are going to connect up with Waukee's Communications Director as well. This was a new position in 2014 and they may have some good insights and lessons learned.
3. Mississippi Drive Letter: We have received the requested letter from IDOT regarding property acquisition and Davis-Bacon. Staff and the City Attorney have reviewed the letter and it meets our needs/requests. We have signed and returned the MOA signature page for the Memorandum of Understanding.
4. MUSCOM: The City has received a recorded copy of the MUSCOM and I will ask Fran to place it in public documents.
5. Muscatine Center: The Mayor will be leaving for China in July 11th. A pdf copy of the latest photos/plans for the Muscatine Center is attached. The Journal will be doing a story in preparation for the Mayor's visit and we hope to begin an article exchange between the Journal and a Shanghai newspaper that has one million in readership. We hope this turns into a regular program.
6. Vacation: Reminder that I will be on vacation starting tomorrow and returning next to work next Wednesday. I will be available by cell or text and checking email daily. Randy will be handling tomorrow night's meeting in my place.



## PROJECT STATUS REPORT

**Project Name:** City of Muscatine - West Hill Sewer Separation **Month:** June, 2015  
**Prepared By:** Karmen Heim **Project Number:** 17660.30.02

“PHASE” refers to Design Package/Construction Contract

### **Progress for Last Month (June):**

#### **PHASE 3 (Phase 3A, 3B, 3C)**

##### **Phase 3A – Construction:**

- Review Phase 3B and 3C MPW utility pole list and provided email to City on 06/01.
- Occasional site visit
- Attended construction progress meetings on 6/4, 6/11, 6/18, 6/25
- Reviewed sewer grade change email when provided on 6/17. Responded to City on 06/17.

### **Work Items for Coming Month (July):**

#### **PHASE 3 (3A, 3B, 3C) - Construction:**

- Prepare July 15, 2015 EPA separation progress report and send directly to EPA.
- Attend meetings, as needed.
- Answer construction questions, as needed.
- Occasional site visit
- Waiting to review City prepared pavement re-design on 7<sup>th</sup> Street. (See below)
- Waiting to review extra construction costs for the 7<sup>th</sup> Street sewer. (See below)

#### **Future:**

- Overall West Hill project planning, as needed.
- Target for Planning Phase 4 (location to be determined)
  - Preliminary Planning 2016
  - Design 2017
  - Bid and Construction 2018

### **Key Issues & Information Required:**

#### **PHASE 3 (3A, 3B, 3C)**

- Continue to await information to review the extra construction costs of the 7<sup>th</sup> Street sewer since June 3<sup>rd</sup>. As indicated in emails and verbally, Stanley Consultants will compensate the City a reasonable construction costs for the 7<sup>th</sup> Street sewer resolution.
- At the June 4th Contractor progress meeting it was mentioned that the City was preparing a pavement re-design on 7<sup>th</sup> Street to lower the road due to identification of homeowner drainage concerns. The City indicated they may ask Stanley to review the design when complete. Stanley Consultants has indicated it needs adequate notice to provide timely and valuable input.

### **Critical Issues:**

#### **PHASE 3 (3A, 3B, 3C)**

- none



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# Muscatine Center (Updated)

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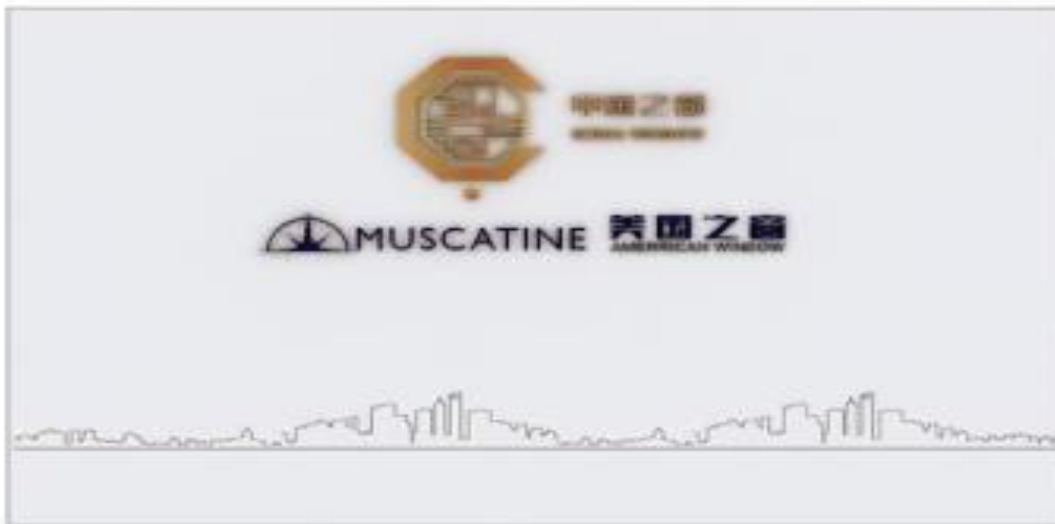




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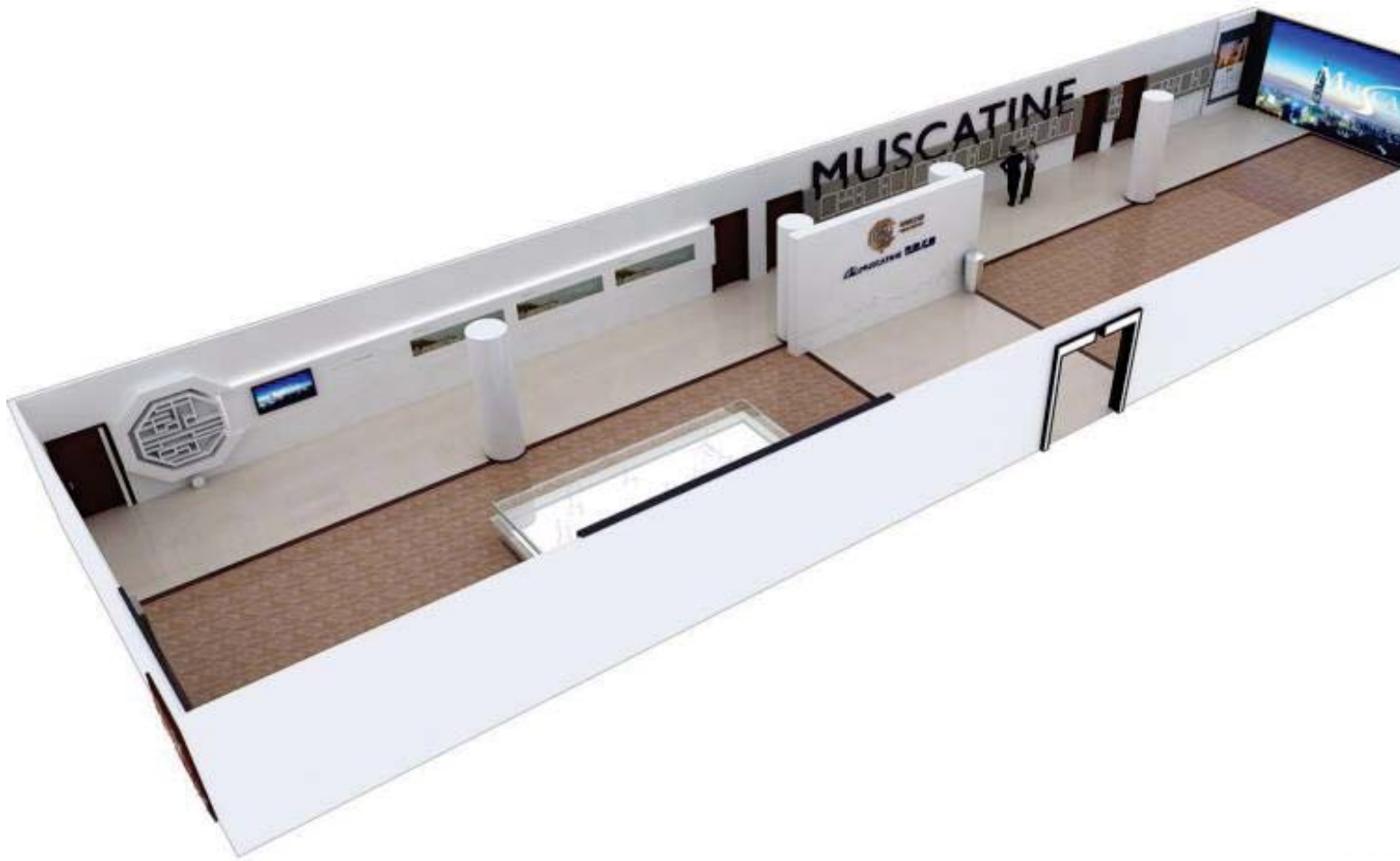
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