



## Human Resources

### ★ **Compensation Study implementation:**

After additional analysis, the City implemented the compensation study recommendations for part-time employees. Forums were held to educate the impacted employees. As of July 1, all pay plans (general full-time, general part-time, Fire, Police and AFSCME) have been fully implemented.

### ★ **Employee committees:**

The City partnered with PDCM Insurance to lead efforts with the Safety Committee. The committee has received an initial draft of the Safety Manual, which will be reviewed internally for additional feedback. The Employee Experience and Employee Engagement committees are on hold until the new HR generalist is hired.

## IT

### ★ **Community Development software:**

Staff provided software consultant BS&A with the necessary data and input to build the system to meet the City's needs. Rental housing and fire inspection data are due to BS&A on Aug. 1. A final data extraction from the current software is due to BS&A on Sept. 10. The tentative go-live date for the software is Nov. 12.

### **Communication optimization:**

The IT Department established the City of Marion as part of the Federal Emergency Management (FEMA) system for Wireless Priority Service (WPS). This provides authorized devices with priority calling on all nationwide and several regional cellular networks. This was done for both City-owned and personal cell phones for employees in an approved role related to disaster or incident response.

## Finance

### **CIP status updates:**

Capital improvement program (CIP) updates were provided as part of the December 2023-March 2024 quarterly report. Updates will continue to be provided quarterly. This item is considered complete as it becomes part of an operational routine.

### **Cost allocation methodology:**

A Request for Proposals (RFP) for accounting and financial consulting services was released in May and three responses were received. Following interviews on July 2, a vendor was selected, and staff is awaiting



the signed contract. The goal is for work to begin in August with completion in December, to align with the FY 26 budget development process.

## Police

### **Traffic cameras:**

Staff submitted a 600-page request to the Iowa Department of Transportation (IDOT) for an automated traffic enforcement (ATE) permit. The IDOT requested locations for the mobile unit and 17 locations throughout the city were presented. The locations focused on areas where it was deployed in the past pursuant to community requests or because of chronic speeding issues. The IDOT has three months to issue a response. If the request is denied, the ATE cameras will be shut off. In the interim, the City obtained a third-party legal opinion indicating the City could continue to operate the stationary cameras and mobile unit until a decision is received. Staff also requested to install an additional ATE sign on Highway 100 and move a sign on Highway 151 closer to the intersection. The IDOT indicated they would not allow changes to signage until an ATE permit was issued. The City's ordinance and ATE policy were updated to be consistent with the new state code.



### **Records management analysis:**

The Police Department utilized data from the records management system to adjust shift minimums. Staff has also been able to accurately monitor stop data to proactively identify any emerging threats associated with racial profiling and found none. Individual shift supervisors utilized data to document response times for their shifts, determine the amount of time police officers spend on calls and monitor productivity in real-time.

## Fire



### **Training facility:**

The final site plan and specifications for the training tower were adopted by City Council on June 20. Site plan work will be completed over the next few months including site grading, underground utility and foundation work. Additional materials have been identified that need to be removed from the site. The project will include several phases, including the construction of two training structures. The first structure will be complete in fall 2024 and the second is expected to be completed as early as summer 2025. Total project completion is planned for fall 2025.

### **Ambulance/Emergency Medical Services (EMS) study:**

A Request for Proposals (RFP) was issued for an Emergency Medical Services (EMS) feasibility study to





evaluate the current EMS program in Marion. The RFP closes on July 25. The tentative timeline is for work to begin in September 2024 with completion in spring 2025.

#### Standard of Cover Study:

The Fire Department is working with the Center for Public Safety Excellence to facilitate a Community Risk Assessment/Standard of Cover (CRASOC). CRASOC is a comprehensive look at the hazards and risks in Marion and evaluates the capabilities and performance of the department to engage a myriad of event types. It is a quality practice in the fire service and a requirement for all accredited fire departments. The study is set to begin in September and will be complete in summer 2025.

## Public Services



#### Wastewater 28E:

Staff continue to meet monthly with Cedar Rapids staff to negotiate and develop a wastewater 28E agreement that establishes operation and maintenance fees to be charged according to rates set for large users. Staff will be requesting a legal review of the document soon. Negotiations are to be completed by December 2024.



#### Automated collection:

The first wave of community outreach related to automated curbside collection concluded on June 15. This was the deadline for residents to indicate their cart preferences if they wanted something other than the standard 64-gallon garbage and recycling carts. The results of that survey are as follows:

Cart	Qty.
Alternative garbage cart	1,605
Additional garbage cart	266
Alternative recycling cart	1,700
Additional recycling cart	74
Yard waste	2,741
Additional yard waste	35
<b>Total Carts</b>	<b>6,421</b>

Breakdowns of the additional garbage, recycling and yard waste carts are available upon request. The next steps include finalizing the order including extra carts, parts, etc. and completing a grant





application. If awarded, *The Recycling Partnership* grant will reimburse the City up to \$15 per cart for any recycling carts with a capacity of over 60 gallons.

## Engineering

### ★ **Stormwater Master Plan:**

The request for proposals (RFP) for the development of a stormwater master plan was released on June 20 with a due date of July 31. Pre-proposal meetings have begun and a lot of interest has already been expressed.

### ★ **Tower Terrace:**

- **C Avenue to Alburnett Road Segment A (Meadowknolls Road to Alburnett Road)**

Eastern Iowa Excavating & Concrete was awarded the \$4 million contract and construction is underway. They have used 57.5 of the 100 working days. The contractor has completed 70 percent of the project.

- **RAISE/MPDG Funding**

In June, staff was made aware the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant funding was not awarded for the Tower Terrace Road project. The Multimodal Project Discretionary Grant (MPDG) awardees will be announced in November. In the meantime, staff plans to contact the U.S. Department of Transportation to walk through the project scope to see which funding program(s) are a good fit.

### ★ **Central Plaza construction:**

The ice loop foundation continues to take shape. Rinderknecht Associates have been excavating, pouring the footings and pouring foundation walls. The transmission line work and installation of interior structural steel for the Depot are scheduled for later this month. Learn more about the project and view a live feed of the construction at [www.cityofmarion.org/CentralPlaza](http://www.cityofmarion.org/CentralPlaza).

### ★ **Citywide parking:**

The City continues to make incremental progress in establishing “No Parking” zones along streets. Area One is complete and Council approved Area Two, which includes neighborhoods west of 10th Street, north of 9th Avenue and southwest of Indian Creek. Area Three will include all cul-de-sacs that currently allow parking. This will aid in the automated garbage collection process.

### ★ **Alburnett Road CPF grant:**

Staff is currently working on environmental clearances for the Alburnett Road Extension. The City has been working on this project since 2000, and has completed all the environmental requirements that can



be done with a locally bid project. With the influx of federal funds, the Federal Highway Administration (FHWA) is requesting to start this process over, which would take three years to complete and would not allow the City to complete the project within the time required by the funding agreement. Staff are engaged with legislative liaisons to assist in resolving the issues.

#### **ARPA sewer:**

The sewer projects to be paid for with ARPA funding are currently under design by the consultant. They will be bid and under contract by the end of 2024.

#### **Brick streets:**

Staff created a list of survey questions that will be mailed to residents who live in historic neighborhoods and/or on existing or proposed brick streets. The survey was mailed out on July 12 and residents have three weeks to complete the online survey via Polco. Following completion of the survey, the results will be presented to the Historic Preservation Committee (HPC) and Council for discussion and direction regarding the future of brick streets within the identified areas.

## **Parks & Recreation**



#### **Outdoor Aquatic Center:**

Staff has been collaborating with property owners to finalize a Memorandum of Understanding (MOU) agreement to purchase land for the proposed outdoor aquatic center. Anderson Bogert completed an acquisition survey for the property and outlined potential infrastructure needs. Staff anticipates acquiring the site and starting the planning process by the end of summer 2024.



#### **Reforestation Master Plan:**

Staff is currently working with JBC to make minor adjustments to the final draft of the plan. The updated plan will ensure a high-quality final document. The plan is for it to be presented to the City Council in August 2024.



#### **Draper Park development:**

The caboose has returned to the area and will be stored at the Wabtec facility in Cedar Rapids until it is moved to its home at Draper Park. All owner-supplied items for the park have been ordered. Rathje Construction has until Oct. 4 to complete the project. A mutual agreement for dedicated parking was not reached with the American Legion. Staff will now reach out to local businesses to identify dedicated parking spots for the park.





#### **Plaza capital campaign:**

\$897,550 has been pledged towards the Central Plaza capital campaign to date. The Friends of Marion Parks have been actively promoting the brick sale campaign as the Aug. 11 deadline for brick purchases approaches.



#### **Central Plaza operations:**

Staff started purchasing owner-supplied items for the Central Plaza, including an ice resurfacer, benches, tables and a skate shack. Staff are also establishing operational practices and standards for the new ice loop and are communicating with agencies that manage similar facilities.

### **Community Development**



#### **Comprehensive Plan update:**

The online survey to inform the Comprehensive Plan received 433 responses and the results are currently being tabulated. The Social Pinpoint site will remain live through the end of July. The next technical committee meeting will be held on Aug. 7. The visioning committee will meet on Aug. 29.



#### **Parking study implementation:**

The next steps for implementation of the parking study include establishing a committee to review the strategies of the plan. Short-term projects include determining the design of the wayfinding signs, finalizing the Partners in Parking agreements through the Marion Chamber of Commerce and determining the potential locations for the electric vehicle (EV) chargers. The EV chargers were donated by Alliant Energy and will be placed on City property. Possible locations include the Marion Public Library parking lot or the City-owned lot near 8th Avenue and 12th Street.

#### **Tower Terrace Road & Highway 13 moratorium:**

As part of the Comprehensive Plan update, the City is reviewing proposed land uses and best practices. This temporary moratorium aims to allow sufficient time for planning authorities to assess current policies, gather community input and integrate sustainable and strategic growth plans. Staff is currently reviewing affected uses and how they may develop within the goals and objectives of the Comprehensive Plan update.

#### **28E annexation boundary agreement:**

The cities of Marion and Cedar Rapids have approved the annexation boundary between the two communities. It builds on the previous agreement that expired at the end of 2023. The boundary agreement line will extend from East Robins Road north of the Marion/Otter Creek Township line at Alburnett Road and will be effective for 10 years. The agreement was forwarded to the City Development





Board and Secretary of State for acceptance. Both communities will work to review the Watershed Management and Sanitary Sewer Improvement agreements.

#### **Owen Block/Maidrite redevelopment:**

Work continues on the exterior of the building with some tuckpointing and railings to be complete by Oct. 1. Martin Gardner Architecture is working on plans for the second-floor apartment renovation. There are two new business tenants with signed leases and a third tenant coming soon.

### **Library**



#### **Bookmobile:**

Construction continues on the library's bookmobile and, per the manufacturer, is expected to be completed on July 26, 2024. Delivery of the bookmobile will likely be in the first few weeks of August. The bookmobile is expected to launch for service in late September.

### **City Manager's Office**



#### **Policy review:**

A comprehensive City policy list was adopted by City Council on June 20. Next steps include publishing the approved policies on the City's website for ease of access by the public. Any new or revised policy will be presented to the City Council for direction or approval as part of the regular review cycle or as the need arises.



#### **Wayfinding:**

Progress continues on the Wayfinding Master Plan. RDG Planning & Design continues to develop and refine the look/feel of the sign family, with regular touch points happening every other week. A joint meeting of the steering committee, city manager and two Council members occurred on June 27 and generated positive feedback. The consultant is finalizing the plan details and anticipates having a draft submitted to the committee by the end of July. A presentation of the proposed Wayfinding Master Plan is expected to come before Council in September.

#### **Diversity, equity, inclusion and belonging (DEIB) initiatives:**

Staff continues to work to incorporate equity into existing workflows and has started to utilize spatial data, like GIS mapping tools, to gain a deeper understanding of the demographics and needs across different areas of the community. The data is used to ensure the City remains agile, improves services and meets new challenges. For example, by analyzing low-moderate income areas, staff can target efforts





to promote affordable housing and seek Council support for multi-family developments. These efforts, in turn, aim to achieve broader goals such as increasing economic opportunity, improving mobility, health and safety. Building upon diversity in our supplier pool, workforce, and community outreach efforts can lead to more inclusive practices, a wider range of perspectives and a stronger connection with the entire community we serve.

#### **Grow housing:**

Staff has been working with MEDCO and a dedicated group of local partners to drive and improve housing conditions, particularly in Marion's blighted areas south and north of Uptown. The group has been exploring opportunities to revitalize these neighborhoods and create a more vibrant and livable community. The current focus is identifying funding sources and developing rehabilitation programs. A draft plan, with draft mission and vision statements, will be shared in the near future through community forums.

#### **BellTower Lofts economic development:**

High Properties has finalized the financing for the BellTower Lofts project. Demolition is set to begin soon with asbestos abatement starting the week of July 22. The urban revitalization plan for abatement is near completion and includes 100% abatement for 10 years. Staff is working with Dorsey & Whitney to develop the final TIF rebate development agreement for Council approval. There will be a second plan that also includes 100% TIF for a 10-year period. The total incentive between the two plans is \$758,350. The development agreement will identify 26 onsite and 13 leased parking spaces with a clause for the developer to proactively seek additional parking to minimize the use of on-street parking. The development agreement will also connect the Council's letters of support to the State's agreement(s) to sustain the project. The developer is awaiting approval for a workforce housing grant, with an announcement expected in mid-August.