

**SPECIAL CITY COUNCIL MEETING AGENDA**  
**Monday, November 28, 2016 • 7:00 p.m.**  
**City Council Chambers, 110 North Poplar Street**  
*Action may be taken on any agenda item.*

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Welcome
5. Approve Agenda/Consent Agenda/Move to action.
  - a. Approve minutes from the November 7, 2016 City Council Joint Work Session with the West Branch Park and Recreation Commission.
  - b. Approve minutes from the November 7, 2016 regular City Council Meeting.
  - c. Approve claims.
  - d. Approve Class C Liquor License (LC) (Commercial) with Brew Pub and Sunday Sales privileges for the Downunder, located at 102 W. Main Street.
  - e. Approve cancellation of December 5, 2016 regular City Council Meeting.
  - f. Approve special City Council Meeting to be held on Thursday December 8, 2016.
6. Communications/Open Forum
7. Motion to adjourn to executive session to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where the disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation pursuant to Section 21.5(c) of the Code of Iowa./Move to action.
8. Public Hearing/Non-Consent Agenda
  - a. Accept the resignation of Paul Stagg./Move to action.
  - b. Councilperson Mary Beth Stevenson - Appointments/Reappointments/Move to action.
    - i. Public Works Director Matt Goodale – Iowa Certified Construction Site Pollution Prevention Inspector (ICCSPPPI)
    - ii. Andrew Lipe, Volunteer – West Branch Fire & Rescue Department
    - iii. Eric Heick, Volunteer – West Branch Fire and Rescue Department
    - iv. West Branch Fire & Rescue 2016-2017 Officers
  - c. Jonny Stax, Jonny Stax Presents, Inc. – Promoting West Branch
  - d. Approve Partial Pay Estimate No. 4 (revised) in the amount of \$251,010.96 to Cornerstone Excavating, Inc. for the 4<sup>th</sup> Street Reconstruction Project./Move to action.
  - e. Resolution 1537, approving the submission of the City of West Branch 2015-2016 Annual Financial Report to the State Auditor’s Office./Move to Action.
  - f. Resolution 1538, approving the submission of the City of West Branch FY 2016 Annual Urban Renewal Report./Move to Action.

**SPECIAL CITY COUNCIL MEETING AGENDA**  
**Monday, November 28, 2016 • 7:00 p.m. (continued)**  
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- g. Resolution 1539, obligating funds from the urban renewal tax revenue fund for the payment of annual appropriation tax increment financed obligations in fiscal year 2018./Move to action.
  - h. Resolution 1540, approving a loan agreement with Cotton Creek Mill./Move to action.
  - i. Resolution 1541, approving a joint funding agreement between the City of West Branch and the United States Geological Survey (USGS) Iowa Water Science Center for stormwater monitoring./Move to action.
  - j. Resolution 1542, approving snow removal services on Parkside Drive, Second Street and Cedar Street for the United States Department of the Interior, National Park Service, Herbert Hoover National Historic Site./Move to action.
  - k. City Administrator Matt Muckler – Fiscal Year 2018 Proposed Budget Timeline
9. City Staff Reports
- a. Deputy City Clerk Leslie Brick – RFP for Cleaning Services
  - b. City Administrator Matt Muckler – Recruitment Process for Water/Wastewater Operator
10. Comments from Mayor and Council Members
- a. Councilperson Mary Beth Stevenson – Lower Cedar River Management Authority
  - b. Councilperson Mary Beth Stevenson – Meadows Subdivision – Phase 3
11. Adjournment