

City of West
Branch
Office of the
City Administrator

To: City Council

From: Matt Muckler, City Administrator

Date: January 24, 2014 Weekly Council Update

- **Dessert Fundraiser & Auction:** The 2nd Annual “Sweets for Success” Dessert Auction & Fundraiser to benefit Main Street West Branch will take place at the Brick Arch Winery on Saturday Feb. 8th at 7:00 p.m. Tickets are \$15 each. Reservations are encouraged. Please call Mackenzie Krob at (319) 643-7100. Appetizers will be served. There will also be a cash bar and a live auction. This is a great way to invest in community development through Main Street West Branch.
- **Annual Audit, Street Financial Report and Debt Reports:** The City’s [Finance Webpage](#) has been updated to include the Fiscal Year Annual Audit and Street Finance Report. The annual Debt Report provided to the Treasurer of Iowa and the detailed report on the City’s debt are also included on the Finance page. Anyone interested in accessing this information and any other financial information concerning the City can access this page by selecting “Finance” from the Quick Links Menu on the City Homepage: www.westbranchiowa.org.
- **Upcoming Council Work Session Schedule:** Council Work Sessions have been scheduled for thirty minutes prior to each City Council Meeting in the months of February, March, April and May. The list of scheduled speakers follows:
Feb. 3 – Thomas F. Schwartz, Ph.D., Director, Herbert Hoover Presidential Library-Museum
Feb. 18 - Jerry Fleagle, Executive Director, Herbert Hoover Presidential Library Association
Mar. 3 - Christine Ashley, Head of School, Scattergood Friends School & Farm
Mar. 17 - Pete Swisher, Superintendent, Herbert Hoover National Historic Site
Apr. 7 - Kevin Hatfield, Superintendent, West Branch Community School District
Apr. 21 - Mackenzie Krob, Program Director, Main Street West Branch
May 5 - Shelise Parsley, Executive Director, Cedar County Economic Development Corporation
- **Annual Pet Registration:** All cats and dogs residing within the limits must be registered annually with the City of West Branch. Registrations and tags for 2014 are now available at City Offices located at 110 North Poplar Street. Residents are asked to provide current rabies vaccination papers at the time of registration. The fee for registering pets is \$5.00 per animal. A \$5.00 late penalty fee may be applied if an animal is registered after January 31st, 2014.
- **Planning & Zoning Commission:** A Planning & Zoning Commission Meeting will be held on Tuesday January 28th at 6:30 p.m. in the City Council Chambers. Agenda items include a site plan for a 197’ Cellular Tower and an introduction to the plans for Meadows Subdivision, Part II.
- **Library Building Project Site Selection Update:** Dan Stevenson, President of the West Branch Public Library Board of Trustees will be on hand at the February 3rd Council Meeting to brief Council Members on the latest efforts of the Library Board of Trustees on the Library Building Project. The Board has discussed implications of the West Branch Community School Districts 15-Year Master Facilities Plan and how this might affect the site selection process.

- **Park Planning Steering Committee Meeting:** Both the Park & Recreation Commission and the Park & Recreation Steering Committee met on Thursday January 23rd to discuss the public input survey that will be presented to members of the West Branch Community in the coming weeks. The purpose of the survey will be to include the community's wishes in the Strategic Park Plan. Steering members suggested that the surveys be distributed through the West Branch Times, the West Branch Elementary School Friday Folder and at area businesses. An online survey will also be made available.

- **Electronic Packets:** With the guidance of Councilperson Pierce, Library Director Nick Shimmin took the next steps toward providing paperless Council Packets this week. A set of Samsung Galaxy Note tablets were purchased from Best Buy for all Council Members and the Mayor. The Note was chosen based on the input from council, methodologies for providing electronic packets, and the capabilities of the current tablets on the market. There is no timeline currently available for the implementation of the tablets and paperless packets, though the city staff will work to provide them as quickly as possible.

- **Indoor Walking and Tumbling:** Park and recreation participation continues to thrive in spite of the cold weather. Wednesday indoor walking averages ten participants each week and Wednesday roundup averages fifteen participants, with both continuing until mid-March. Tumbling also started this week with six children registered in the preschool class and eight children in the after school class. This is a twelve-week program led by Iowa Gym-Nest.

- **Upcoming Events:**

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| ▪ Friday January 24 th at 10:00 a.m. | Preschool Story Time at WBPL |
| ▪ Saturday January 25 th at 7:00 a.m. | Tough Mother Fitness Class |
| ▪ Saturday January 25 th at 8:45 a.m. | Pilates Class |
| ▪ Monday January 27 th at 5:30 p.m. | Tough Mother Fitness Class |
| ▪ Monday January 27 th at 6:30 p.m. | Library Board of Trustees Meeting |
| ▪ Tuesday January 28 th at 6:00 p.m. | Zumba |
| ▪ Tuesday January 28 th at 6:30 p.m. | Planning & Zoning Commission Meeting |
| ▪ Tuesday January 28 th at 7:00 p.m. | Pajama Storytime at WBPL |
| ▪ Wednesday January 29 th at 9:00 a.m. | Wednesday Roundup (Tot Time) |
| ▪ Wednesday January 29 th at 5:15 p.m. | Pilates |
| ▪ Wednesday January 29 th at 6:00 p.m. | Indoor Walking at Hoover Gym |
| ▪ Wednesday January 29 th at 6:00 p.m. | Main Street West Branch Meeting |
| ▪ Wednesday January 29 th at 7:00 p.m. | Fire Department Township Trustee Dinner |
| ▪ Thursday January 30 th at 10:15 a.m. | Iowa Gym-Nest Tumbling Program |
| ▪ Thursday January 30 th at 3:30 p.m. | Iowa Gym-Nest Tumbling Program |
| ▪ Thursday January 30 th at 5:30 p.m. | Tough Mother Fitness Class at Town Hall |
| ▪ Friday January 31 st at 10:00 a.m. | Preschool Story Time at WBPL |
| ▪ Monday February 3 rd at 6:00 p.m. | City Council Work Session #1 |
| ▪ Monday February 3 rd at 6:30 p.m. | City Council Meeting |
| ▪ Monday February 3 rd at 7:00 p.m. | City Council Work Session #2 |

The information provided is one-way communication and should not be discussed among you as this would be a violation of the open meeting law.