

**City of West
Branch
Office of the
City
Administrator**

To: City Council
From: Matt Muckler, City Administrator
Date: January 30, 2014 Weekly Council Update

- **Park & Rec Public Survey:** The West Branch Park & Rec Public Survey has been inserted in the West Branch Times this week. There are return boxes located at Jack and Jill, the West Branch Public Library and West Branch City Office. The survey will go home in the Friday Folder this week as well as in the weekly bulletins at the 3 schools. It is also available online for those that would prefer electronic format <https://www.surveymonkey.com/s/westbranch>. The Community meeting will be held at West Branch City Office on February 6th. There will be both an open house as well as a presentation at 6:00 p.m. from HBK in regards to the project. The survey needs to be completed by February 13th. Results of the survey will be presented at the next steering committee meeting on February 20th at 7:00 p.m.

- **Library News:** The West Branch Public Library has a late winter and spring full of events and programs for people of all ages. As always, we continue with storytimes every Tuesday evening at 7:00 p.m. and Friday morning at 10:00 a.m. Afterschool programming is provided every Wednesday afternoon in combination with the National Park Service on the 1st and 3rd Wednesdays of the month and the West Branch Parks & Recreation Department every 2nd and 4th.

Special events coming up include a Family Movie Night this weekend on February 1st. The library will show a movie perfect for the whole family with popcorn and refreshments provided. Due to licensing restrictions, we can't say what the movie is here, but we encourage those interested to contact us and we'll let them know! The library also has another Library... After Hours planned for February 7th with a crock pot food exchange. Those who wish to attend are asked to bring a crock pot dish to share with the recipe for those who might be interested. As an adult level program, it is restricted to those 21 and over.

- **Main Street West Branch Community Meeting:** Mayor Worrell and City Administrator Muckler attended the Main Street West Branch Community Meeting held on Wednesday evening January 29th. Program Director Mackenzie Krob presented the results of a recent Main Street survey and Herbert Hoover Presidential Library Association Executive Director Jerry Fleagle presented a plan for marketing the West Branch Community and ensuring that our visitors have a positive experience.

- **Planning & Zoning Commission:** The Planning & Zoning Commission approved the site plan for a 197' cellular tower near Cargill and discussed plans for Meadows Subdivision, Part II at their January 28th meeting. The Council will consider the cellular tower site plan at their February 18th meeting.

- **Planning for Summer Park & Rec Programs:** Parks and Recreation staff is busy with planning summer activities for the Summer of 2014. The swim lessons session has been confirmed for Session 2(M-F June 16th-June 27th). The time will be different this year (9:30 a.m. instead of 8:30 a.m.) due to restructuring of lessons at the Tipton Aquatic Center. Various summer Lunch Bunch programs have also been confirmed such as the Cedar Rapids Science Station on June 24th, ISU Bug Zoo on July 8th, and the Children's Museum on July 22nd. This year Parks and Rec is working with Scott County Conservation for a day at Scott County Park <http://www.scottcountyiowa.com/conservation/scottco.php>.

- **Address Assignments in the Industrial Park:** The Cedar County Engineer has been in contact with City Administrator Matt Muckler concerning a problem with Procter & Gamble truck traffic. On numerous occasions, trucks are being directed through their GPS devices to exit at the West Liberty exit in hopes of finding 602 Fawcett Drive east of Garfield Avenue. It is thought that this is the case because Garfield lies six miles east of the Cedar-Johnson County Line Road.

Trucks have on many occasions attempted to correct this mistake by coming west on 300th Street on gravel. This has caused many problems for the Cedar County Engineer's Office and trucks traveling to P&G. After meeting with the Cedar County Engineer's Office and Cedar County EMA/E-911, the recommendation from City Staff is to renumber all businesses between South Downey Street (Baker Avenue) and Charles Avenue on Fawcett Drive with 100-block Fawcett Drive addresses.

Other businesses, including Clean Energy and Casey's, are in need of an address as well. Zoning Administrator Paul Stagg will make a presentation to the City Council at the February 3rd Council Meeting on this issue. The need for a new address system has been previously mentioned to Procter & Gamble and Acciona. Chief Horihan and City Administrator Muckler also met with representatives of P&G on this issue earlier today.

- **Budget Update:** City Administrator Matt Muckler and Deputy City Clerk Dawn Brandt continue work on the Fiscal Year 2014-2015 Annual Budget. A budget packet for the February 3rd Work Session #2 was completed today and delivered to members of the City Council. Please contact Matt or Dawn with any questions that you may have.

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.