

To: City Council

From: Matt Muckler, City Administrator

Date: February 7, 2014

Weekly Council Update

- **Chief Horihan Finds Baby:** Police Chief Mike Horihan found a missing newborn baby, Kayden Powell, in West Branch this morning believed to be abducted in Beloit, Wisconsin yesterday. West Branch Officer Alex Koch made an arrest yesterday that led to a multi-jurisdictional investigation to search for the baby locally, which culminated in Police Chief Horihan finding baby Kayden abandoned in a tote containing baby clothes at the BP Station in West Branch. Officer Alex Koch was at the scene assisting Chief Horihan when baby Kayden was found. West Branch Firefighters also responded to scene. Baby Kayden was found alive and is receiving medical attention.

- **Park & Rec Survey Deadline – February 13th:** The City of West Branch Park & Recreation Public Input Survey will be accepted until midnight on Thursday February 13<sup>th</sup>. Paper surveys were distributed in the West Branch Times, sent home with Elementary School kids in the Friday Folder. Information was sent out to all school students through their electronic bulletins. High school students will be taking the surveys in their home rooms. The initial response has been great. As of this morning, over 100 online surveys were received and several dozen paper copies were submitted. The Park & Recreation Commission and Park Planning Steering Committee is asking community members to take a few minutes out of their day to fill out the survey by next Thursday. The public input received on this survey will be extremely important to the future development of our City Parks.

- **Spring Clean Up and Garage Sale Dates:** The dates have been set for the City Wide Garage Sale and the City Wide Spring Clean Up. The City Wide Garage Sale, sponsored by the West Branch Times, will take place on Saturday April 26<sup>th</sup>. Please contact the West Branch Times at (319) 643-2131 for more information. The City Wide Spring Clean Up has been scheduled for Saturday May 3<sup>rd</sup> from 7:00 a.m.-11:00 a.m. The event will be held at the Water Street Parking Lot, across from the West Branch Fire Station. Residents are asked to enter the lot from Second Street, drop their items and exit onto Parkside Drive. Representatives from the City's solid waste provider, Johnson County Refuse, will be on hand to accept trash items. Please, no paint, hazardous materials or construction debris. Appliances will be accepted for a fee of \$10 each. For more information, please contact the City Office at (319) 643-5888.

- **Tablet Training:** The city council packets will be coming in electronic form soon. To facilitate this process, training will be held after the regular council meeting in a worksession on February 18<sup>th</sup>. Topics will include general operation of the tablets, how to provide general care for them, and how packets will be provided and accessed before and during the meetings.

- **Presidents Day Holiday:** City Offices, the West Branch Public Library, and the Park & Recreation Department will be closed Monday February 17<sup>th</sup> in observance of the Presidents Day Holiday. As a result, our regular Council Meeting has been rescheduled for Tuesday February 18<sup>th</sup>.

- **NPS Exhibit Grand Opening:** Members of Council are encouraged to attend two events at the NPS Visitors Center on Saturday February 15<sup>th</sup>. As President, Herbert Hoover's administration created a number of new national parks and monuments, including Arches, Isle Royale, George Washington Birthplace, and Sunset Crater Volcano. Join a park ranger at 2:00 p.m. on February 15<sup>th</sup> to learn about some of these special places. Immediately following this presentation, please stay for the Grand Opening for the new permanent exhibit in the NPS Visitors Center. New permanent exhibits will tell the stories of President Hoover's childhood in West Branch and how he later helped develop this park which commemorates his life. Refreshments will be offered.

- **Traffic Study:** A traffic study was discussed at the January 28, 2014 Planning & Zoning Commission Meeting that would provide information necessary to move forward with the Meadows Subdivision Part II. Chris Kofoed and Brad Larson with KLM Investments, Inc. were on hand at the January 28<sup>th</sup> P & Z Meeting to present their initial concept for the Meadows Part II. The study would also be helpful to the West Branch Community School District as they move forward in implementing their fifteen year master facilities improvement plan.

City Engineer Dave Schechinger has contacted the Metropolitan Planning Organization of Johnson County (MPO), the East Central Iowa Council of Governments (ECICOG), and the Johnson County Engineer's Office on behalf of the City of West Branch to investigate the possibility of partnering with these organizations on the project. Schechinger communicated to the MPO, ECICOG and the Johnson County Engineer that the City wished to accomplish several things in this study including:

- a. Determine and set proper speed limit for F44 from Lower West Branch Road to Scott Drive.
- b. Identify improvements needed at the intersection of F44 and Cedar Johnson Road to serve projected traffic.
- c. Establish access control for the study area along F44 including recommended location for high school access and development access.
- d. Identify need for future turn lanes for high school access and Cedar Johnson Road.
- e. Determine optimum location for pedestrian crossing and recommended signage/signalization.
- f. Determine recommended street section for F44 between Lower West Branch Road and Scott Drive.
- g. Determine recommended street section for Cedar Johnson Road between 350<sup>th</sup> Street and F44.

John Yapp, Executive Director/Transportation Planner of the MPO, informed the City earlier this week that the traffic study was approved. The MPO of Johnson County member communities had several questions about doing the study outside Johnson County, and decided to charge a nominal fee of \$100/hour for the estimated twenty-two hours of time needed for MPO to conduct the study. This results in a fee of \$2,200.

City Administrator Matt Muckler will be in contact with John Yapp in the near future to coordinate a meeting between ECICOG, the MPO, the West Branch Community School District, KLM, the City of West Branch, the Johnson County Engineer, and Veenstra & Kimm, Inc. The traffic counts will need to wait until spring, but the information gathering could begin as soon as the City enters into an agreement with the MPO of Johnson County. I will provide more information when it is available.

- **Stormwater Utility:** City Engineer Dave Schechinger will present information on the creation of a stormwater utility in West Branch at the Tuesday February 18<sup>th</sup> City Council Meeting. An ordinance and supporting materials will be presented to the City Council.
- **Park & Rec Plan Open House:** The Open House for the Park & Rec Plan was well attended on Thursday February 6<sup>th</sup>. HBK Engineering made a presentation at 6:00 p.m. and community members were able to ask questions about the process. Community members are encouraged to complete the Park & Rec Public Input Survey no later than February 13<sup>th</sup>.
- **John Danos:** Attorney John Danos is coming to Durant, Iowa on February 26<sup>th</sup> to talk TIF. Mr. Danos is a partner with Dorsey & Whitney, the Bond Counsel for the City of West Branch. The event will be held at the Durant Community Center, 606 5<sup>th</sup> Avenue in Durant at 5:00 p.m. on Wednesday February 26<sup>th</sup>. Durant Mayor Smith has invited the West Branch City Council to attend this event. Mr. Danos will discuss recent tax increment financing (TIF) legislation and the process for TIF. An RSVP is requested. Please contact Administrative Assistant Shanelle Peden in the City Office if you are able to attend this event.
- **Wayfinding Signage:** West Branch Main Street Program Director Mackenzie Krob will make a presentation on wayfinding signs at the February 18<sup>th</sup> City Council Meeting. These signs would provide directions for visitors to attractions in and around West Branch.
- **Fitness Class Registrations Now Open:** All of our fitness classes, Zumba, Pilates and Tough Mother are wrapping up their current sessions next week. The Park & Recreation Department is now accepting registrations for the next session of all of these fitness classes starting the week of February 17<sup>th</sup>. Information can be found on the Park & Rec website and by contacting Park & Rec Director Melissa Russell at (319) 930-0393 or via email at [melissa@westbranchiowa.org](mailto:melissa@westbranchiowa.org).

- **Upcoming Events:**

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| <ul style="list-style-type: none"> <li>▪ Friday February 7<sup>th</sup> at 7:00 p.m.</li> <li>▪ Saturday February 8<sup>th</sup> at 7:00 a.m.</li> <li>▪ Saturday February 8<sup>th</sup> at 8:45 a.m.</li> <li>▪ Saturday February 8<sup>th</sup> at 7:00 p.m.</li> <li>▪ Monday February 10<sup>th</sup> at 5:30 p.m.</li> <li>▪ Monday February 10<sup>th</sup> at 6:00 p.m.</li> <li>▪ Tuesday February 11<sup>th</sup> at 6:00 p.m.</li> <li>▪ Tuesday February 11<sup>th</sup> at 6:30 p.m.</li> <li>▪ Tuesday February 11<sup>th</sup> at 7:00 p.m.</li> <li>▪ Wednesday February 12<sup>th</sup> at 9:00 a.m.</li> <li>▪ Wednesday February 12<sup>th</sup> at 2:00 p.m.</li> <li>▪ Wednesday February 12<sup>th</sup> at 5:15 p.m.</li> <li>▪ Wednesday February 12<sup>th</sup> at 6:00 p.m.</li> <li>▪ Thursday February 13<sup>th</sup> at 10:15 a.m.</li> <li>▪ Thursday February 13<sup>th</sup> at 3:30 p.m.</li> <li>▪ Thursday February 13<sup>th</sup> at 5:30 p.m.</li> <li>▪ Friday February 14<sup>th</sup> at 10:00 a.m.</li> </ul> | <ul style="list-style-type: none"> <li>Library.. After Hours! at WBPL</li> <li>Tough Mother Fitness Class</li> <li>Pilates</li> <li>Dessert Auction &amp; Fundraiser at the Brick Arc</li> <li>Tough Mother Fitness Class</li> <li>West Branch School Board Meeting</li> <li>Zumba</li> <li>Animal Control Commission Mtg.</li> <li>Pajama Storytime at WBPL</li> <li>Wednesday Roundup (Tot Time)</li> <li>After School Programming at WBPL</li> <li>Pilates</li> <li>Indoor Walking at Hoover Gym</li> <li>Iowa Gym-Nest Tumbling Program</li> <li>Iowa Gym-Nest Tumbling Program</li> <li>Tough Mother Fitness Class at Town Hall</li> <li>Preschool Story Time at WBPL</li> </ul> |
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● **Upcoming Events (continued):**

- Saturday February 15<sup>th</sup> at 8:45 a.m. Pilates Class
- Saturday February 15<sup>th</sup> at 2:00 p.m. NPS Visitors Center Presentation/Open House
- Monday February 17<sup>th</sup> – All Day Presidents Day – City Holiday
- Monday February 17<sup>th</sup> at 5:30 p.m. Tough Mother Fitness Class
- Tuesday February 18<sup>th</sup> at 6:00 p.m. Zumba Class
- Tuesday February 18<sup>th</sup> at 6:00 p.m. City Council Work Session #1
- Tuesday February 18<sup>th</sup> at 6:30 p.m. City Council Meeting
- Tuesday February 18<sup>th</sup> at 7:00 p.m. City Council Work Session #2
- Tuesday February 18<sup>th</sup> at 7:00 p.m. Pajama Storytime at WBPL
- Tuesday February 18<sup>th</sup> at 7:00 p.m. Book Discussion at WBPL
- Wednesday February 19<sup>th</sup> at 9:00 a.m. Wednesday Roundup (Tot Time)
- Wednesday February 19<sup>th</sup> at 2:00 p.m. After School Programming at WBPL
- Wednesday February 19<sup>th</sup> at 5:15 p.m. Pilates
- Wednesday February 19<sup>th</sup> at 6:00 p.m. Indoor Walking at Hoover Gym
- Wednesday February 19<sup>th</sup> at 6:30 p.m. Library Board of Trustees Meeting
- Thursday February 20<sup>th</sup> at 10:15 a.m. Iowa Gym-Nest Tumbling Program
- Thursday February 20<sup>th</sup> at 3:30 p.m. Iowa Gym-Nest Tumbling Program
- Thursday February 20<sup>th</sup> at 5:30 p.m. Tough Mother Fitness Class at Town Hall
- Thursday February 20<sup>th</sup> at 6:30 p.m. Park & Rec Commission Meeting
- Thursday February 20<sup>th</sup> at 7:00 p.m. Park Planning Steering Commission Meeting
- Friday February 21<sup>st</sup> at 10:00 a.m. Preschool Story Time at WBPL
- Saturday February 22<sup>nd</sup> at 7:00 a.m. Tough Mother Fitness Class
- Saturday February 22<sup>nd</sup> at 8:45 a.m. Pilates Class
- Monday February 24<sup>th</sup> at 5:30 p.m. Tough Mother Fitness Class
- Tuesday February 25<sup>th</sup> at 6:00 p.m. Zumba
- Tuesday February 25<sup>th</sup> at 7:00 p.m. Pajama Storytime at WBPL
- Wednesday February 26<sup>th</sup> at 9:00 a.m. Wednesday Roundup (Tot Time)
- Wednesday February 26<sup>th</sup> at 2:00 a.m. After School Programming at WBPL
- Wednesday February 26<sup>th</sup> at 5:00 p.m. John Danos in Durant
- Wednesday February 26<sup>th</sup> at 5:15 p.m. Pilates
- Wednesday February 26<sup>th</sup> at 6:00 p.m. Indoor Walking at Hoover Gym
- Thursday February 27<sup>th</sup> at 10:15 a.m. Iowa Gym-Nest Tumbling Program
- Thursday February 27<sup>th</sup> at 3:30 p.m. Iowa Gym-Nest Tumbling Program
- Thursday February 27<sup>th</sup> at 5:30 p.m. Tough Mother Fitness Class at Town Hall
- Friday February 28<sup>th</sup> at 10:00 a.m. Preschool Story Time at WBPL
- Saturday March 1<sup>st</sup> at 7:00 a.m. Tough Mother Fitness Class
- Saturday March 1<sup>st</sup> at 8:45 a.m. Pilates Class
- Monday March 3<sup>rd</sup> at 5:30 p.m. Tough Mother Fitness Class
- Monday March 3<sup>rd</sup> at 6:00 p.m. City Council Work Session #1
- Monday March 3<sup>rd</sup> at 6:30 p.m. City Council Meeting
- Monday March 3<sup>rd</sup> 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.**