

City of West Branch

~A Heritage for Success~

110 N. Poplar Street • PO Box 218 • West Branch, Iowa 52358
(319) 643-5888 • Fax (319) 643-2305 • www.westbranchiowa.org • city@westbranchiowa.org

CITY COUNCIL MEETING AGENDA

Monday, May 5, 2014 • 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 April 21, 2014 City Council Work Session #1.
 - b. Approve minutes from the April 21, 2014 City Council Meeting.
 - c. Approve minutes from the April 21, 2014 City Council Work Session #2.
 - d. Approve claims.
6. Communications/Open Forum
7. Public Hearing/Non-Consent Agenda
 - a. Mayor Mark Worrell – Recognition of Herb N’ Lou’s.
 - b. Accept resignation of Kristin Gibbs from the Library Board of Trustees./Move to action.
 - c. Accept resignation of Monica Tylee from the Animal Control Commission./Move to action.
 - d. Mayor Mark Worrell - Appointments/Reappointments/Move to action.
 - i. Monica Tylee – Library Board of Trustees, June 30, 2016.
 - e. Third Reading of Ordinance 720, amending Chapter 165 “Zoning Regulations.”/Move to action.
 - f. Second reading of Ordinance 721, amending Title Chapter 165 “Zoning Regulations.”/Move to action.
 - g. Second Reading of Ordinance 718, amending the Code of Ordinances of the City of West Branch by creating and incorporating a storm water utility./Move to action.
 - h. Second Reading of Ordinance 723, amending Title “Police, Fire and Emergencies,” Chapter 31 “Reserve Police Force.”/Move to action.
 - i. Resolution 1193, approving a Memorandum of Understanding between the West Branch Community School District and the City of West Branch, Iowa regarding the Summer League Ball Program./Move to action.

Mayor: Mark Worrell • **Council Members:** Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, Mary Beth Stevenson
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CITY COUNCIL MEETING AGENDA

Monday, May 5, 2014 • 7:00 p.m. (continued)

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- j. Resolution 1194, setting a date for consultation and a date for a public hearing on the proposed Amended and Restated West Branch Urban Renewal Plan./Move to action.
 - k. Resolution 1195, authorizing Internal Advance to Tax Increment Revenue Fund./Move to action.
 - l. Resolution 1197, hiring _____ as a Part-Time Public Works Laborer and setting the salary for the FY 2013-2014 fiscal year./Move to action.
 - m. Resolution 1199, to fix a date of meeting for a public hearing in amending the current budget for the fiscal year ending June 30, 2014./Move to action.
8. City Staff Reports
 - a. City Administrator Matt Muckler – City of West Branch Mission Statement
 - b. Brian Boelk, HBK Engineering – Report on Park and Library Charrette Open House and Next Steps in Planning Process
 - c. Zoning Administrator Paul Stagg – May 14, 2014 Planning & Zoning Commission Meeting
 9. Comments from Mayor and Council Members
 10. Adjournment

CITY COUNCIL WORK SESSION

Monday, May 5, 2014

Immediately following regular City Council Meeting

City Council Chambers, 110 North Poplar Street

1. Call to order
2. Roll call
3. Pat Callahan, Capital Improvement Planning Process
 - a. Introductions
 - b. General Overview of the Meeting
 - Report on Department Heads Meeting
 - Definition of capital improvements plan
 - Summary of the CIP process

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CITY COUNCIL WORK SESSION

Monday, May 5, 2014

**Immediately following regular City Council Meeting (continued)
City Council Chambers, 110 North Poplar Street**

- c. The Reasons for Developing a Capital Improvements Plan (CIP)
 - Callahan's Top Ten List
 - Additional Reasons
 - d. The Steps in the CIP Preparation Process
 - e. The Time Table for the CIP Preparation Process
 - Tentative Dates
 - Goals & Objectives of Each Meeting
 - f. Defining the Roles and Expectations of all the Participants in the CIP Process
 - Consultant or Facilitator
 - City Hall Staff – Coordinator
 - City Department Directors
 - City Financial Advisor – Speer Financial
 - City Engineer – Veenstra & Kimm, Inc.
 - Mayor & City Council Members
 - West Branch Residents
 - g. Review of Potential Projects
 - Comprehensive Plan – Suggestions
 - Infrastructure Studies
 - City Department Head Lists
 - Mayor & Council Members Lists
 - Goal Setting Reports – Past & Present
 - Missing or Forgotten Projects
 - h. The Next CIP Meeting – June 2, 2014
 - Purpose and Overview
 - Date, Time & Location
 - Advance Preparation – Who & What
 - i. Comments and Questions
4. Adjourn

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