



---

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

## **SPECIAL CITY COUNCIL MEETING AGENDA**

**Thursday, December 8, 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 15, 2016 City Council Joint Work Session with the Planning and Zoning Commission Meeting.
  - b. Approve minutes from the November 28, 2016 special City Council Meeting.
  - c. Approve water/wastewater operator job description.
  - d. Approve Partial Pay Estimate No. 3 (final) in the amount of \$10,060.10 to All American Concrete, Inc. of West Liberty, IA for the Main Street Intersection and Sidewalk Improvements Project.
  - e. Approve claims.
6. Communications/Open Forum
7. Public Hearing/Non-Consent Agenda
  - a. Vanessa Fixmer-Oraiz and Brian Boelk, HBK Engineering – Lions Field Creek Restoration Project: Discussion of characteristics of the streambank restoration design.
  - b. First Reading of Ordinance 744, Amending Chapter 69 “Parking Regulations.”/Move to action.
  - c. Resolution 1543, approving the West Branch Salt Shed Site Plan./Move to action.
  - d. Resolution 1544, approving an engineering service agreement with Veenstra & Kimm, Inc for the Gilbert Drive Extension Project in the amount of \$49,000./Move to action.
  - e. Resolution 1545, approving a 28E Agreement with the West Branch Community School District concerning the West Branch High School Phase 3 Improvements Project./Move to action.
  - f. Resolution 1546, approving two contracts for the 2017 Hoover’s Hometown Days Celebration in the amount of \$13,200.00/Move to action.
8. City Staff Reports
  - a. Police Officer Cathy Steen – School Resource Officer Activities
  - b. Public Works Director Matt Goodale – Discussion of Brush Pile Access and Enhanced Yard Waste Pick-Up for 2017
  - c. City Administrator Matt Muckler – Residential Individual Lot Site Plan Requirements
  - d. City Administrator Matt Muckler – Urban Chicken Policy
9. Comments from Mayor and Council Members
10. Adjournment



---

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

**CITY COUNCIL WORK SESSION AGENDA**  
**Thursday, December 8, 2016**  
**Immediately following Special City Council Meeting**  
**City Council Chambers, 110 North Poplar Street**

1. Call to order
2. Roll call
3. Finance Director Gordon Edgar – Review of Proposed FY 18 Annual Budget Schedule
4. Library/IT Director Nick Shimmin – Review of Comp Plan
5. Public Works Director Matt Goodale – Review of Capital Improvement Plan
6. Park & Recreation Director Melissa Russell - Review City Council Goals
7. City Administrator Matt Muckler – FY18 Total Employee Compensation Discussion
8. Council Member Input - Questions and Comments for Staff
9. Adjourn