

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

To: Mayor and Council

From: Matt Muckler, City Administrator

Date: August 12, 2011

Weekly Council Update

- **RAGBRAI and Hoover's Hometown Days:** Months of planning and a lot of hard work from our partners and countless volunteers all came together over the last two weekends to produce two successful events: RAGBRAI and Hoover's Hometown Days. We are very thankful for the widespread community support that made these events a success. Our City Staff also contributed to both events to shine a positive light on our City.
- **Library News:** This week, the West Branch Public Library made the change to the Apollo automation system - the system that handles all circulation, materials, and patron records among many other aspects of library operations. The staff trained on the new system on Monday and it was put into place that night. The staff has been working to iron out the small problems that have come up in the transition, but for the most part, the transition has been very smooth with no major issues at this point. There are several aspects that the library will work on over the coming weeks to improve the benefits that the system offers, such as automatic label printing and automatic notifications which will decrease the amount of time the library staff spends on these tasks.
- **College Street Update:** Our Public Works Department has been hard at work completing the College Street Project. They have installed approximately 700 feet of storm sewer pipe. ADS pipe has been installed along the entire south side of College Street from 4th to 6th. Work continues on the north side of the street and is scheduled to be completed prior to Labor Day. L.L. Pelling will seal coat the street later in September.
- **Sewer Fund Update:** Deputy City Clerk Dawn Brandt and City Administrator Matt Muckler completed an analysis of the sewer fund this week and have determined that there is adequate funding available for engineering fees on the lift station project. The current cash balance of the fund is \$179,725.65. There are also funds invested in the amount of \$76,947.99 for a total fund balance of \$256,673.64. Engineering fees in the amount of \$58,600 will be expended for design services prior to the bid letting on the project.

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.