

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

To: Mayor and Council

From: Matt Muckler, City Administrator

Date: March 23, 2012

Weekly Council Update

- **Planning and Zoning Commission Meeting:** There will be a Planning and Zoning Commission Meeting on Tuesday March 27th at 6:30 p.m. in the Council Chambers. Items on the agenda include the final plat for the Meadows Subdivision Part I and discussion of new parking regulations to potentially include as part of the City's zoning ordinances.
- **Library News:** The West Branch Public Library will be hosting public input forums on April 3rd at 7:00 p.m., April 4th at 1:00 p.m., and a special youth input session on April 4th at 2:00 p.m. to guide the library forward in planning future library facilities and services. All members of the community are invited and encouraged to attend. In this planning, the library board of trustees will be visiting three nearby communities who have recently renovated or constructed new library buildings on March 24th: Williamsburg, Washington, and Kalona.
- **Comp Plan Update:** The City has received over two hundred completed surveys. We feel that this is a great response so far and hope to receive even more responses before the March 30th deadline.
- **Lift Station Financing:** Maggie Burger with Speer Financial will present bonding options to the Council for the lift station and I & I projects at the April 2nd Council Meeting. City Administrator Matt Muckler has contacted both U.S. Bank and Community State Bank to request their participation in the process.
- **Park & Recreation News:** The annual Easter Egg Hunt will be held Saturday March 31st at 10:00 a.m. at the Elementary School Playground. Preschool/Kindergarten Soccer registrations have come in higher than expected. There are currently over thirty children registered and games will be held on Monday nights in April. Fifth and sixth grade track and field registrations are also complete. Staff anticipated twenty-five participants and ended up receiving forty registrations. West Branch will be hosting a track meet on Sunday May 20th. Other towns hosting meets this year are West Liberty, Muscatine, and Columbus Junction.

- **Cable Access News:** The Cable Access Room (behind the Council Chambers) has been partitioned to make room for records storage and staff is preparing to combine all of our cable access equipment (from the Library) into the remaining cable access space. Future cable broadcasts will originate from the City Office instead of the West Branch Public Library.

- **Mill Creek Bridge Update:** Mayor Kessler, Councilman Worrell and City Administrator Matt Muckler visited the Mill Creek Bridge in Cedar County, just north of Clarence, on Wednesday March 7th. County Engineer Rob Fangmann and Cedar County Streets Superintendent Dennis Lovell discussed the bridge and previous efforts to have it relocated to Lowden. Calhoun-Burns and Associates (CB&A) provided the following comments to City Staff on the possible relocation of the bridge to West Branch:

1) The previous design that was completed by CB&A was based on a 65 psf design load and a reduced bridge width of 10 feet (fence was to be placed on the bridge to reduce the width to 10 feet). The current design load for pedestrian bridges is 85 psf. Analysis is required to determine the allowable width for the increased design load. The resulting width might be less than the minimum required for a pedestrian bridge.

2) The previous design was completed in 1996. The bridge should be inspected to see if the condition of the truss has worsened. The results of the inspection could affect the new analysis.

3) Hydraulic analysis must be performed and permits will be needed from the Corps of Engineers and DNR.

4) Survey will be needed and soil borings before a design can be completed for the new site.

5) A scratch test will be needed to determine the levels of lead and chromium on the bridge. This information is required on the construction drawings.

6) The upstream bridge at College Street is 31 feet long. The bridge is supported by high wall abutments. This gives some indication that either high wall abutments or additional approach spans will be needed to go along with the relocated truss. The design that was completed for the Lowden site utilized short stub abutments which likely will not work for the West Branch site. This would be verified as part of the hydraulic analysis.

7) Based on the age of the bridge we believe it is a historical bridge. If the bridge is historical, NEPA and SHPO clearances will be required.

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.