

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

To: Mayor and Council
From: Matt Muckler, City Administrator
Date: May 18, 2012
Weekly Council Update

- **Farewell to Dan Karr:** Employees gathered for a lunch this week to wish Dan Karr all the best in his retirement. Dan's last regular working day with the City was today.

- **Summer Reading Program:** The Summer Reading Program will be beginning very soon at the West Branch Public Library. One of the most used parts of the summer reading program is the reading incentive programs which are available to library users of all ages. The children's incentives will work again based off of reading times for specific ages- the older the child, the more time having to be read to earn prizes. These prizes are generally smaller like small toys, temporary tattoos, and candy which allows them to earn more prizes while maintaining a manageable cost. The teen incentives are larger prizes, but are distributed by a weekly drawing with an entry for every book completed. These prizes include books, movie passes, Blank Park Zoo passes, and gift cards. The adult program will again have an electronic reading device as grand prize with several gas cards as additional prizes. Entry into the adult drawing is based on completion of four books during the months of June and July.

- **Upcoming Events:**

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| ▪ Monday May 21, 2012 at 7:00 p.m. | City Council Meeting |
| ▪ Tuesday May 22, 2012 at 6:30 p.m. | Planning & Zoning Commission Meeting |
| ▪ Monday May 28, 2012 | Memorial Day – City Offices Closed |
| ▪ Monday June 4, 2012 at 7:00 p.m. | City Council Meeting |
| ▪ Wednesday June 6, 2012 at 6:30 p.m. | Joint Meeting of the City Council
and West Branch School Board |
| ▪ Tuesday June 12, 2012 at 6:30 p.m. | Animal Control Commission Meeting |
| ▪ Monday June 18, 2012 at 6:30 p.m. | Library Board of Trustees Meeting |
| ▪ Monday June 25, 2012 at 7:00 p.m. | City Council Meeting |
| ▪ Monday July 16, 2012 at 7:00 p.m. | City Council Meeting |

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.