

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

To: Mayor and Council  
From: Matt Muckler, City Administrator  
Date: June 29, 2012 Weekly Council Update

- **Planning and Zoning Commission:** P & Z met on Tuesday June 26<sup>th</sup>. The Commission recommended a change to sidewalk regulations to make five feet the minimum width for new sidewalk construction and approval of a site plan for an eight-plex just west of Community State Bank. The Commission also had extensive discussion on the preliminary draft of the comprehensive plan.
- **Park & Rec Update:** The Park and Recreation Commission is going to have a “Name the New Park” contest. There will be containers around various establishments in West Branch where citizens can offer their suggestions. The Park and Recreation Commission will pick 5 suggestions from the buckets. At Hoover’s Hometown Days in August, participants will get to vote for their favorite name from the suggestions. The winning park name will then be taken to City Council for approval.

Two Eagle Scouts presented projects to the Park and Recreation commission on Tuesday evening. Casey Miller would like to landscape the area around the flagpole at Lions Field. The Parks and Recreation Commission approved the project. Brad Heilmann would like place a sign and landscaping at the new park. The Park and Recreation Commission gave tentative approval, however they are not sure of the best placement of the sign. Both Eagle Scouts will present their projects to the City Council before work begins.

- **Public Works Recruitment:** The City received twenty-seven applicants for the water/wastewater operator position. The recruitment is a very competitive one. Interviews are tentatively scheduled for July 12<sup>th</sup> and 13<sup>th</sup>. If there are any Councilpersons who would like to participate in the interview process, please contact Public Works Director Matt Goodale at (319) 325-8213.
- **Library Update:** The Summer Reading Program continues to be the major focus of the West Branch Public Library. Registration for reading incentives now stands at 248 children, 69 teenagers, and 77 adults. Event attendance has remained good with 232 attendees the week of June 18th-22nd which featured *Surfing the Solar System* presented by Jason Dornbush of the Grout Museum. Halfway through this week, attendance comes in at 133 with two programs still remaining. This week also featured the program *Bats!* presented by Sarah Subbert of Cedar County Conservation. The other item of note from the library is that the library's board of trustees will be meeting the evening of July 2nd to discuss approval of a Request For Qualifications submission to the American Institute of Architects in July for pre-funding design and site selection. The submissions will then be due back on August 7th and the board will meet to work on selecting one through an interview and contract proposal process.

**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.**