

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

To: Mayor and Council  
From: Matt Muckler, City Administrator  
Date: September 7, 2012  
Weekly Council Update

- **Safe Routes to School Grant:** City Administrator Matt Muckler spoke with Safe Routes to School Coordinator Kathy Ridnour this week. Applications are normally accepted on October 1<sup>st</sup> of each year. Due to the recent passage of the new federal transportation bill (MAP-21), the next funding cycle will be delayed pending Iowa Transportation Commission review. Ridnour said that the new due date for applications would be no sooner than January. She expects that it is likely that applications would be due in February of next year.
- **Utility Billing:** City Administrator Matt Muckler and Deputy City Clerk Dawn Brandt assumed the day-to-day duties of the utility billing system this week. US Postal Service mailing machines damaged bills for about seventy-five customers and duplicate bills were sent out in the mail today. We are working with our local Post Office to resolve this issue.
- **Walker, IA Wastewater Tour:** The wastewater tour in Walker, IA on Wednesday September 5<sup>th</sup> was cancelled due to heavy rain on Tuesday evening. We will be rescheduling this visit and will notify members of the Council when we have a new date.
- **Main Street Iowa Visit:** Mayor Don Kessler and City Administrator Matt Muckler met with Main Street Iowa officials this week to discuss the program's progress here in West Branch. Main Street Iowa was impressed with the maintenance of the buildings on Main Street, the increased number of businesses operating on Main Street and the new Wapsi Creek Park.
- **Library Update:** The West Branch Public Library is beginning fall programming in the next couple of weeks. The first Family Movie night will be held Saturday, September 15th at 7:00 p.m. and show a family classic from the 80's starring Cary Elwes. On the 19th at 2:00 p.m., the library will also have a teen program entitled "Go Bears!" featuring school-spirit-themed activities and snacks. In other youth programming news, the library received \$2,000 from Target for early literacy. Current plans for the use of the funding is to improve programming, specifically crafts and supplies. Activities have typically been organized around donated materials or supplies already on-hand rather than creating activities centered on what would be the most entertaining or educational. The library is incredibly thankful for the opportunity to improve programming for the community's youth.

**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.**