

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

To: Mayor and Council

From: Matt Muckler, City Administrator

Date: January 4, 2013

Weekly Council Update

- **Park & Rec News:** Fitness Classes start on Monday night at Town Hall with Zumba at 7:30. Zumba will be instructed by Kelly Sorgenfry. Pilates will move to Wednesday evening and once again be instructed by Angela Herren. Both programs should be well attended. Registration for the spring session of Girls on the Run opens on Monday. We will once again meet on Monday and Wednesday for practices.

- **Library Site Selection Process:** The West Branch Public Library will be hosting the second site selection meeting on Thursday, January 10th, at 7:00 p.m. in the City Council Chambers. This is the meeting rescheduled from December 19th which was postponed due to the expected snowfall. The Library Board of Trustees will be looking for community input on the many possibilities for sites within the City. The Library Board is encouraging all members of the community to attend so that all opinions can be considered.

The new year brings in a new program for both the West Branch Parks and Recreation and West Branch Public Library. Two to three times per month, the two groups will be providing Wednesday afternoon programs coinciding with the school's early release. The first program was held January 2nd and had thirty-two children in attendance. These programs are open to all children of school age.

- **Budget Preparations:** City office staff continues to work on preparations for the Fiscal Year 2014 Annual Budget. City Administrator Matt Muckler and Deputy City Clerk Dawn Brandt have completed the first two-thirds of the annual budget form which includes actual FY 2012 budget numbers and re-estimated FY 2013 budget projections. Valuations have been received and a preliminary draft of an employee compensation proposal and departmental requests are in the process of being compiled.

- **Budget Work Sessions:** Mayor Pro Tem Jim Oaks has requested that a Council Work Session be scheduled the week of January 14<sup>th</sup> in lieu of the Work Session that was scheduled after the January 7, 2013 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.**