

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

To: Mayor and Council  
From: Matt Muckler, City Administrator  
Date: January 25, 2013  
Weekly Council Update

- **Water News:** Lynch's Excavating, Inc. repaired a water main break on Oliphant Street, just north of Crestview Drive, on Wednesday January 23<sup>rd</sup>. Twenty-seven homes were placed on a boil order, which was lifted earlier today. Special thanks to Larry and his crew for their hard work on this project and the many others that they have completed for the City of West Branch.

Public Works staff has compiled some of the water statistics requested at the January 22<sup>nd</sup> Council Meeting. Backwashing of filters in the water plant is completed bi-weekly. There are eight filters and staff backwashes half of the filters each week. We use approximately 87,750 gallons of water every two weeks for backwashing, amounting to 2.3 million gallons per year. Staff will also begin recording approximate usage during hydrant flushing and water main breaks in an effort to account for a higher percentage of our finished water.

- **Park & Rec News:** Park and Recreation fitness classes are in full swing with higher than anticipated numbers. Monday night Zumba has twenty-five participants. The class has a wide variety of age ranges participating from Middle School students to adults. Pilates on Wednesday evening is also well attended with fifteen participants.

Girls on the Run registration started at <http://www.girlsontherun.org>. Practices will start on Monday February 18<sup>th</sup> and follow a Monday/Friday practice schedule. Park and Recreation is coordinating with West Branch PTO to offer a running program for boys and possibly older and younger children as well. More information will be coming in the next few weeks regarding the comprehensive youth running program in West Branch.

- **Bond Official Statement:** Maggie Burger with Speer Financial notified staff that the official Statement was sent today to potential underwriters and other interested parties around the nation. A copy of the Official Statement is available on the City Website at: <http://westbranchiowa.org/departments/projects>. The official statement was also sent to our local banks as they have a right to bid at the same time and place as everyone else.

- **Adult Reading Program:** The West Branch Public Library is gearing up again for W.A.R.M. (Winter Adult Reading Month) in February. As February is a smaller month, the goal for adults during the month is to read two books, though we hope the grand prize drawing will lure people into reading even more during the month. Fitting with the title WARM, the grand prize will be for a Kindle Fire. The Library will also be hosting, since February is the month of Valentine's Day, a fun side event called Blind Date with a Book. Who knows what the book will be under the wrapping? It might be one that you'll fall in love with!

- **Budget News:** The Council will consider non-general fund revenue and departmental (non-salary) expenditures at the February 4<sup>th</sup> Council Meeting. At the February 19<sup>th</sup> Council Meeting, the Council receives and adopts the final proposed budget and orders the notice of hearing. A public hearing and final adoption is scheduled for March 4<sup>th</sup>, after which staff will provide a certified copy to the County Auditor.

- **Lift Station Pre-Construction Meeting:** The lift station pre-construction meeting will take place on Monday January 28<sup>th</sup> at 1:00 p.m. in the City Council Chamber. Council members and community members are welcome to attend. Please contact City Administrator Matt Muckler at (319) 643-5888 if you would like to attend.

- **Library Site Selection Update:** The West Branch Public Library held the second site selection meeting on the library building project on the evening of January 10<sup>th</sup>. The library board and members of the community met with the library's architects and evaluated sites based on a list of established criteria which ranged from available space to existing aesthetics. As you may have read in the Times, the site in town that garnered the highest point total is the space on West Main St. owned by the Hoover Library Association which received 75 points out of 92 possible. Other sites that received large point totals included the south-east properties on the corner of Oliphant and Orange as well as both areas on the northern half of Main and Second. Please note that no official decisions have been made in regards to the future of the library location. A site receiving a high point total in this process simply means that as a location, it looks to be a favorable for providing library services. There are still more aspects to be considered which include availability, cost of land acquisition, and cost of development. The library will, of course, be considering the current site among the others in order to provide the best services to the community as possible while maintaining cost effectiveness. Please feel free to contact Library Director Nick Shimmin with any questions you may have about the process. Nick would also be happy to provide more information about the next step in the process which will occur on March 27<sup>th</sup> and 28<sup>th</sup>.

- **Gas Tax:** Iowa League of Cities provided the following report earlier today: “The Senate and House chairs of both the Transportation and Ways & Means committees covered the direction they see their committees headed over the next few months and spoke about increased Transportation Investment Moves the Economy in the 21<sup>st</sup> Century (TIME-21) funding, including increasing the gas tax.”

- **Upcoming Events:**

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| ▪ Monday January 28 <sup>th</sup> at 1:00 p.m.     | Lift Station Pre-Construction Meeting    |
| ▪ Tuesday January 29 <sup>th</sup> at 6:30 p.m.    | Planning & Zoning Commission             |
| ▪ Saturday February 2 <sup>nd</sup> at 7:00 p.m.   | Main Street “Sweets for Success” Program |
| ▪ Monday February 4 <sup>th</sup> at 11:30 a.m.    | Bond Bid Opening – Council Chambers      |
| ▪ Monday February 4 <sup>th</sup> at 6:30 p.m.     | City Council Meeting                     |
| ▪ Tuesday February 5 <sup>th</sup> at 6:30 p.m.    | Park & Recreation Commission Meeting     |
| ▪ Tuesday February 12 <sup>th</sup> at 6:30 p.m.   | Animal Control Commission Meeting        |
| ▪ Wednesday February 13 <sup>th</sup> at 6:30 p.m. | Library Board of Trustees Meeting        |
| ▪ Monday February 18 <sup>th</sup>                 | City Office Closed, Presidents’ Day      |
| ▪ Tuesday February 19 <sup>th</sup> at 6:30 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.**