

City of West
Branch
Office of the
City
Administrator

To: City Council

From: Matt Muckler, City Administrator

Date: August 23, 2013 Weekly Council Update

- **Acciona:** City Administrator Matt Muckler met with representatives from Acciona, Iowa City Area Development (ICAD) and the Cedar County Economic Development Commission (CCEDCO) this week. Acciona expressed an interest to renew communications with West Branch elected officials and pledged to contact the City in the near future to make arrangements.
- **1st & Cedar Street Project Update:** The project was completed this week and the intersection was reopened. Thank you to the Public Works staff for all of their hard work on this project.
- **Sunday Hours at the Library:** The Library will start Sunday hours this weekend from noon to 4:00 p.m.
- **Labor Day Holiday:** City Offices and the Library will be closed on Monday September 2nd in observance of Labor Day. Please note that the first Council Meeting in September has been rescheduled to Tuesday Sept. 3rd.
- **ALICE:** Chief Horihan conducted ALICE (Alert-Lockdown-Inform-Counter-Evacuate) training for staff and teachers at the West Branch Community School District and Scattergood this week. Moving forward, school staff and the West Branch Police Department will conduct age-appropriate training to students at a later date. Bus drivers will also receive ALICE training.
- **Cemetery Software:** City Administrator Matt Muckler and Deputy City Clerk Dawn Brandt have been working with Ramaker & Associates, Inc. of Sauk City, WI to prepare an estimate and proposal on updating cemetery software to include online search capabilities. Ramaker & Associates recently implemented this program in Iowa City. If the Council approves of the proposal, this item would be included in the 2014-2015 budget deliberations and considered for funding in next year's budget.

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.