



110 N. Poplar Street • PO Box 218 • West Branch, Iowa 52358
(319) 643-5888 • Fax (319) 643-2305 • www.westbranchiowa.org • matt@westbranchiowa.org

City Administrator's Weekly Update

Matt Muckler, City Administrator

February 10, 2017

- **City Receives *Trees Forever* Grant:** Public Works Director Matt Goodale has completed another successful application for the Alliant Energy “Branching Out” Grant. Alliant Energy works in cooperation with Trees Forever to provide communities with grants up to \$10,000 for public tree replacements or new installation. The City applied for this grant last November and was recently notified that we will be the recipient of a \$4,500 grant for the spring planting season. This project will be set for completion during this year's Earth Day Celebration and will involve planting Red Oaks, Sweet Gum, Tulip Tree and Autumn Blaze Maples along East and West Main Street. These trees will be planted in the right-of-way to be cared for by the City. The planting will be a volunteer event and we hope to include City Staff, high school students and any community members who are interested in attending. For more information or if you would like to attend please contact Public Works Director Matt Goodale (319) 325-8213 for details.
- **Floodplain Permit Approved for College St. Bridge Project:** The Iowa Department of Natural Resources has notified the City of West Branch that the Flood Plain Development Permit for the College Street Bridge Project has been approved. Several conditions accompanied the permit, including the requirement for the City to issue a floodplain permit on the project as well.
- **Park Space in Pedersen Valley:** The January Progress Report for the Park Space in Pedersen Valley is available and attached to this week's *Update*. A considerable amount of work was completed in January including stormwater management calculations, correspondence with pipeline companies and the development of an option to split the bid on the project into two bid lettings.
- **West Branch Preservation Commission:** The Preservation Commission is moving ahead in the pursuit of Certified Local Government (CLG) status. At their February 9th meeting, the Commission voted unanimously to recommend to the City Council adoption of a new ordinance for the Commission. This is the first step in applying for CLG status. Commission Member John Fuller also introduced three of the students who will be assisting the Commission with the update of the West Branch Historic Preservation Plan. A meeting will be held on Thursday February 23rd in the City Council Chamber to further discuss the update to this Plan. All are invited. More information on the meeting is forthcoming.
- **2017 Parks & Recreation Program:** Parks & Recreation Director Melissa Russell has compiled a list of all Parks & Recreation Programs that will take place during 2017. That information is attached to this week's *Update*.

Mayor: Roger Laughlin • **Council Members:** Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, Mary Beth Stevenson

City Administrator/Clerk: Matt Muckler • **Fire Chief:** Kevin Stoolman • **Library Director:** Nick Shimmin

Parks & Rec Director: Melissa Russell • **Police Chief:** Mike Horihan • **Public Works Director:** Matt Goodale



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- **Monday Feb. 13th City Council Work Session:** Pat Callahan will be presenting a City Council Work Session on Monday, February 13th at 7:00 p.m. regarding the recruitment for a new city administrator. Topics to be discussed include the development of a position profile, advertisement of the position, the screening of candidates and the discussion of an interim city administrator.

- **8th Circuit Denies Appeal in Acciona Case; City Leaders Ready to Move Forward:** The U.S. Court of Appeals for the Eighth Circuit affirmed a lower court decision earlier this week regarding a lawsuit filed by Acciona calling for the City of West Branch to rebate taxes paid by Acciona in the amount of \$494,924.28.

The initial September 2015 ruling confirming that Acciona has no claim to three of the five payments sought in their original lawsuit still stands. This most recent decision only provides Acciona with payment for the other two payments of \$245,241.10 and \$249,683.18. All of the funding awarded to Acciona will be reimbursed from their own taxes, just as it would have been paid had the tax rebates been made in 2013 and 2014.

After consulting with legal counsel, the City feels that any further appeals would not be in the best interest of the City. “While we were hoping for a different result, the City is ready to put this issue behind us and move forward,” stated Mayor Roger Laughlin.

- **Library Update:** The West Branch Public Library has a Family Movie Night coming up this weekend. We'll be showing a popular new release movie that's good for the whole family beginning at 7pm on Saturday, February 11th. (The details for the movie are easily available with a quick visit to wbpl.org!). Adults, be sure to sign up and read for Winter Adult Reading Month. The two grand prizes this year are full massages at Touched by Power. Also, those needing help with any bit of technology can come to Tech Help Thursday every Thursday evening from 6:00-8:00 p.m.

- **Upcoming City Meetings & Events:** There are several meetings and other community events currently scheduled in the next few weeks:

- | | |
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| ▪ Monday February 13 th at 7:00 p.m. | City Council Work Session |
| ▪ Tuesday February 14 th at 6:30 p.m. | Animal Control Commission Meeting |
| ▪ Thursday February 16 th at 6:30 p.m. | Park & Recreation Commission Meeting |
| ▪ Monday February 20th (all day) | Presidents Day Holiday – City Offices Closed |
| ▪ Tuesday February 21 st at 7:00 p.m. | Regular City Council Meeting |
| ▪ Thursday February 23rd at 7:00 p.m. | Historic Preservation Meeting |
| ▪ Tuesday February 28th at 7:00 p.m. | Planning and Zoning Commission Meeting |
| ▪ Monday March 6 th at 7:00 p.m. | Regular City Council Mtg. (Budget Adoption) |

The information provided is one-way communication and should not be discussed among you as this could be a violation of the open meeting law.

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MONTHLY PROJECT STATUS REPORT
Work Completed in January 2017
Pedersen Valley Park
Project No. 16-072

SCOPE		SCHEDULE UPDATE	
Task/Item	% Complete	Target	Actual
1.0 Topographic Survey	100%	6/6/16	6/3/16
2.0 Construction Plans	35%	2/1/17	
<i>2.1 Preliminary Plans</i>	<i>88%</i>	<i>11/15/16</i>	
<i>2.2 Check Plans</i>	<i>0%</i>	<i>12/15/16</i>	
<i>2.3 Final Plans</i>	<i>0%</i>	<i>2/1/17</i>	
3.0 Site Assessments & Permits	71%	2/1/17	
4.0 Project Coordination	44%	2/1/17	
5.0 Construction Services	0%	11/1/17	
<i>5.1 Bid Letting</i>	<i>0%</i>	<i>3/28/17</i>	
<i>5.2 Construction</i>	<i>0%</i>	<i>11/1/17</i>	

SUMMARY OF WORK DONE LAST MONTH

- Continued preliminary design and development of Preliminary Plans
- Meeting with client (included architect for concessions stand) to discuss project budget and timing, general concessions stand design
- Discussed option to split project into multiple bid lettings (major grading, utilities, and parking lot paving Bid Package 1; park amenities Bid Package 2)
- Continued working on details for site design
- Storm water management calculations
- Correspondence with pipeline company for review and comment

FORECAST OF WORK TO BE COMPLETED NEXT MONTH

- Submit information to Corps of Engineers and DNR
- Collect feedback/comments on Preliminary Plans
- Begin work on Check Plans
- Begin permitting process with pipeline company (contingent upon their approval of site plan as last submitted)

PROBLEMS ENCOUNTERED/RECOMMENDED SOLUTIONS

- Project is behind schedule after put on hold for acquisition negotiations/will continue to work diligently towards original letting for Bid Package 1.

ACTION NEEDED BY CITY

- Direction on over-all theme, amenities, preferences, and details (on-going)

OVERALL PROJECT STATUS

The project is behind schedule after being put on hold while city explored land acquisition.

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Parks and Recreation Department

201 East Main Street • PO Box 218 • West Branch, Iowa 52358
(319) 930-0939 • Fax (319) 643-2782 • www.westbranchiowa.org • Melissa@westbranchiowa.org

West Branch Parks and Recreation 2017 Programs

- All dates, fees and times subject to change
- Registration forms are available at www.westbranchiowa.org

Please contact Parks and Recreation Director Melissa Russell at 319-930-0393 or melissa@westbranchiowa.org with any questions.

Preschool-PreK Soccer (3-5-year-old)

- **Registration: February 1-March 17**
- Fee: \$35 per child with a jersey or \$20 if your child already has a Parks and Recreation jersey.
- Practices start: Monday April 3rd between 5:30 and 6:30pm
- Games: Monday April 10, April 17, and April 24. Make-up game May 1st.
- Volunteer coaches are needed.
- Team information will be emailed to parents by March 27th.

Summer League Baseball and Softball (Completed Grades 3-4)

- **Registration: February 1-March 17**
- Fee: \$35 per child
- Practices start: Determined at the coaches meeting
- Games: Mondays and Wednesday May 15-June 28
- Games will be played at North Cedar, Tipton, Wilton, West Liberty, and other possible locations.
- Coaches meeting will be Wednesday March 22.
- Coaches will contact players or parents regarding practice.
- Volunteer coaches are needed.

Summer League Baseball and Softball (Completed Grades 1-2)

- **Registration: February 1-March 17**
- Fee: \$35 per child
- Practices start: Determined at the coaches meeting
- Games: May 22-June 29 Tuesdays (boys), Thursdays (girls), Occasional Mondays (boys and girls)
- Coaches meeting will be Wednesday April 12.
- Coaches will contact parents or players regarding practice.
- Volunteer coaches are needed.

Summer League Co-ed Kindergarten Tball (Completed Kindergarten)

- **Registration: February 1-March 17**
- Fee: \$35 per child
- Practices start: Determined at the coaches meeting.
- Games: May 24-June 28 Wednesdays between 5:30 and 8pm
- Coaches meeting will be Wednesday April 12.
- Coaches will contact parents regarding practice days and times.
- Volunteer coaches are needed.

Recreational Softball (Completed Grades 5-6)

- Please contact Parks and Recreation Director Melissa Russell by February 10 if your child is interested in playing, but does not yet have a team.

5th-6th Grade Track and Field

- **Registration: March 1-March 9**
- Fee: \$45 per child payable to Youth Sports Foundation
- Practices start: The week of April 10th.
- Track Meets Dates: April 23, April 30, May 7, and May 14
- Practices days and times are determined by the coaches. Coaches will contact parents.
- Volunteer coaches are needed.

Preschool-PreK Tball and Blastball

- **Registration: April 1-May 12**
- Fee: \$35 per child with a jersey or \$20 if your child already has a Parks and Recreation jersey.
- Practices start: Saturday June 3rd between 9am-11am.
- Games: Saturday June 10, June 17, June 24. Make up game July 1st if needed.
- Volunteer coaches are needed.
- Team information will be emailed to parents by May 26th.

Red Cross Swim Lessons Bus to James Kennedy Aquatic Center in Tipton

- **Registration: February 27-June 2**
- Dates: Session 2 June 19-June 30 M-F
- Lesson Fee \$40 payable to James Kennedy Aquatic Center
- Bus Fee: \$20 or \$30 immediate family rate.
- Swim Lesson Time: 9:25 am
- Bus time: leaves from West Branch Public Library at 8:45 am and returns around 10:45am

Harvey Peden Adult Co Ed Sand Volleyball League

- **Registration: March 1-April 28.** Late registrations will only be accepted if space allows.
- Teams are accepted on a first come basis. Only 18 teams will be allowed in the league.
- Fee: \$75 with for the season only or \$100 for the season and All Day Tournament on Saturday August 12.
- Season: June 4-August 6
- Time: Between 4pm-10pm



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July Day Camp

- **Registration: April 1-June 9**
- Camp Dates: July 10-July 14
- Fee: \$35-\$50 a day or \$140 a week
- Camp Times: 8:30am-4:30pm.
- Early drop off (7:30) and late pick up (5:30) is available for an extra fee.
- Age: Must have completed Kindergarten-6th grade. Older children can enroll as Jr. Camp Counselors.
- Fee for Jr. Camp Counselors varies each day. Fee Information will be available on the registration form.

August Day Camp

- **Registration: April 1-July 14**
- Camp Dates: August 14-August 18
- Fee: \$35-\$50 a day or \$140 a week
- Camp Times: 8:30am-4:30pm.
- Early drop off (7:30) and late pick up (5:30) is available for an extra fee.
- Age: Must have completed Kindergarten-6th grade. Older children can enroll as Jr. Camp Counselors.
- Fee for Jr. Camp Counselors varies each day. Fee information will be available on the registration form.

Active Adventures Session 1

- **Registration: April 1-May 12**
- Fee: \$50 per child
- Recommended age: 9-12 years old
- Dates: June 6, 8, 13, 15, 20, 22, 27, 29
- Times: Vary based on activity.
- Activities are subject to change based on weather. Some activities may include bowling, swimming, hiking, kayaking, SUP, bicycling, and various games

Active Adventures Session 2

- **Registration: April 1-June 16**
- Fee: \$50 per child
- Recommended age: 9-12 years old
- Dates: July 5, 6, 18, 20, 25, 27, August 1, 3
- Times: Vary based on activity.
- Activities are subject to change based on weather. Some activities may include bowling, swimming, hiking, kayaking, SUP, bicycling, and various games.

Save The Date

What Every Young Adult Should Know- September 2017

- New Program for 5th grade and older. Details will be available in August 2017

Weekly Park Play-Summer 2017

- Dates further information will be available in May 2017

Summer Concert Series-Thursdays in June & July @7pm

Hoover's Hometown Days-August 4th& 5th

Flag Football (Grades 3-4)

- **Registration: July 1-August 28**
- Fee: \$35 per child
- Game Season: September 24-October 15
- Practices start: Determined at the coaches meeting
- Games: 3rd-4th grade will be Sunday at 4:30pm on September 24, October 1, October 8, and October 15. There is no make-up game scheduled.
- Coaches meeting tentative date is Wednesday August 30.
- Volunteer coaches are needed.
- Coaches will contact parents regarding practice days and times.

Flag Football (4 yrs. old-2nd grade)

- **Registration: July 1-August 28**
- Fee: \$35 with a jersey or \$20 if your child already has a Parks and Recreation jersey.
- Season: September 11-October 9
- Practice: Monday September 11 between 5:15-7:30pm
- Games: Monday September 18, September 25, October 2 and a make-up game is scheduled for October 9 (only if needed).
- Coaches meeting tentative date is Wednesday August 30.
- Volunteer coaches are needed.
- Team information will be emailed to parents by September 1st.

Volleyball (Grades 3-6)

- **Registration: July 1-August 28**
- Fee: \$35 per child
- Season: September 10-October 29
- Practices start: Determined at the coaches meeting
- Games: 3rd-4th grade will be Saturday between 9am-2pm
- 5th-6th grade will be Sunday between 2pm-8pm.
- Games will be played at North Cedar, Tipton, Wilton, West Liberty, and other possible locations.
- Coaches meeting will be Wednesday August 30.
- Volunteer coaches are needed.
- Coaches will contact parents regarding practice days and times.

Basketball (4 yrs. old-2nd grade)

- **Registration: September 1-October 13**
- Fee: \$35 with a jersey or \$20 if your child already has a Parks and Recreation jersey.
- Season: October 28-November 18
- Time: Between 9am-10:45am.
- Volunteer coaches are needed.
- Team information will be emailed to parents by October 20th.