

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

To: Mayor and Council
From: Matt Muckler, City Administrator
Date: September 23, 2011
Weekly Council Update

● **Council Goals:** The Council voted for the following goals at their September 19, 2011 Council Work Session:

1. Offer for sale the Cookson Center Property and plan for future community center site acquisition and/or purchase. (10 votes)
2. Parking on Main Street between Parkside Dr and Second Street. (9 votes)
3. Creek clean up. (8 votes)
4. Create stormwater utility. (7 votes)
5. Adopt plan for park space (Wapsi View Trailer Court) based on recommendations from the Park & Rec Commission. (7 votes)
6. Continue I&I work (7 votes)
7. Develop Comp plan and CIP plan. (7 votes)
8. Adopt financial and purchasing policies including spending limits and debt limits. (7 votes)
9. Increase funding for Hoover's Hometown Days, including band for fireworks and larger fireworks display. (6 votes)
10. Make repairs to wastewater infrastructure identified in I & I Study. (6 votes)
11. New lift station (6 votes)
12. Provide raises for employees in FY 11 & 12 (6 votes)
13. Update resolution and ordinance books (5 votes)
14. Clear site of Wapsi View Trailer Court and plant grass. (4 votes)
15. Continue second year of funding of the three-year plan to bring up salaries at Library. (4 votes)
16. Work with School District to increase safety of children going to and from the elementary/middle school complex. (4 votes)
17. Increase partnership and level of support for West Branch Main Street. (4 votes)

Shaded numbers above note items that share the same vote amounts.

- **Sale of Cookson Property:** The Council will be presented with a resolution of intent to sell the Cookson Property at the next Council Meeting. The Council will also have the opportunity to set a public hearing on this matter.

- **Roads and Streets Update:** L.L. Pelling has agreed to delay seal coat work until next summer. They will be in town in the next couple of weeks to seal coat College Street and other selected areas in the city. Asphalt work will begin soon on North Downey Street between city limits and Northside.

- **Water and Sewer Rates:** Pursuant to requests at the Goal Setting Session, staff has been working on an in-house rate study, rate projections and an ordinance that would provide gradual increases to water and sewer rates over a five-year period.

- **Safe Routes to School:** The Iowa Department of Transportation has approved negotiations between West Branch and AECOM for engineering services on the Safe Routes Project. AECOM was selected as the most qualified engineering firm for this project at the Special Council Meeting on September 22nd.

- **Annual Audit:** The annual audit is currently underway for the City. Daniel Grady, Senior Auditor with the State Auditor's Office is leading the audit this year. He will be working out of the Council Chambers for the next week. Daniel has already met with the Mayor and some members of Council. He will be here for one more week and has invited Council to stop in and visit and ask any questions that you may have about the audit process.

- **Upcoming Events:**
 - **Public Works Director Interviews:** Tuesday, September 27, 2011 at 9:00 a.m. in the Council Chambers.
 - **Planning & Zoning Commission Meeting:** Tuesday, September 27, 2011 at 6:30 p.m. in the Council Chambers. The agenda and packet for this meeting can be found on the City Website on the Planning & Zoning page. These documents are also available on the website calendar.
 - **Regular Council Meeting:** The first regular Council Meeting in October will take place on October 3, 2011 at 7:00 p.m. in the Council Chambers.
 - **Comp Plan Public Input Meeting:** Wednesday October 12, 2011 from 6:30 p.m. until 8:00 p.m. in the Council Chambers.
 - **Regular Council Meeting:** The second regular Council Meeting in October will take place on October 17, 2011 at 7:00 p.m. in the Council Chambers.

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.