

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

To: Mayor and Council

From: Matt Muckler, City Administrator

Date: June 1, 2012

Weekly Council Update

- **Main Street West Branch Webinar:** Main Street Iowa is hosting a webinar to share an overview of “Main Street style” organization. Topics to be discussed include the basics regarding the organization component of the downtown revitalization initiative. The presentation will focus on the basic fundamentals of non-profits - volunteerism (recruitment, retention, and recognition), fundraising and communications. The webinar will be held on Tuesday June 12, 2012 from 5:30-7:00 p.m. Main Street Board President Becky Frederick has invited Council members to attend. Please contact Angela at the City Office for more information.
- **Summer Reading Program Kick-Off:** The Summer Reading Kickoff this year will include an outdoor movie, snow cones and popcorn. The event will be held this evening at 8:30 p.m. on the south side of the library. Summer Reading Program registrations are off to a great start. In the first 24 hours of open registration, the library has 94 Children registrants, 34 Teen registrants, and 25 Adult registrants. This is easily over 1/3 of the total registrants of 2011, so the library staff is generally optimistic about participation this year. Library staff is closely monitoring teen participation this summer. Children that have participated heavily over the years in library programs have continued to stick with the library programming and are now old enough to participate in teen programs. This may make teen programming more time and resource intensive. Increasing participation in teen programs is a goal that many libraries have, so it is definitely being considered a good challenge to face.
- **T-Ball Starts on Saturday:** The Summer Preschool Tball season starts on Saturday June 2<sup>nd</sup> at Lions Field. The Rookie division, for children 3 and 4, will start at 9:00 a.m. The Pee Wee Division will follow at 10am. Pee Wee’s are children 4 or 5. This year we are trying something new with preschool Tball. The first 2 weeks will be focused on skill development. Participants will rotate though 4 stations with their teammates and coaches. The stations will focus on hitting, throwing, fielding and group skills. The last 3 weeks of the league will be scrimmages. This year there are 68 participants in Tball.

- **Adult Volleyball Tournament to be Held on Sunday:** Sunday June 3<sup>rd</sup> the Harvey Peden Sand Volleyball League Preseason Tournament will be held. The preseason tournament is new this year. There are 7 teams participating. The winning team will get a Herb and Lou's gift certificate. The Harvey Peden regular season games will start Sunday June 10<sup>th</sup>. This year there are 11 confirmed team's in the league, however I have heard from a 12<sup>th</sup> team that they are interested. It is shaping up to be a busy season for Parks and Recreation in West Branch.

- **Middle School Street and Sidewalk Project:** City staff is working with the City Engineer on the final details of the Middle School Street and Sidewalk project. Drainage and the grade of the new street where it meets Orange Street are two topics still being discussed. Staff has met with representatives from Alliant Energy to discuss the placement of the electrical pole that needs to be moved in order for the street to be routed straight into the Middle School parking lot. Staff is currently planning to also include a new asphalt curb on Main Street to finish off the Main Street Sidewalk Project as an alternate bid item in this bid process. Staff hopes to have bids ready for Council consideration at the June 25th Council Meeting.

- **Oliphant Street Sidewalk Easements:** Staff continues to work with residents on Oliphant Street between Orange and Crestview on the easement process. Four of the eight property owners included in the project have already signed easement agreements. We expect to have more residents sign on in the coming weeks.

- **Lift Station Project Easements:** Staff is working with property owners on easements for the lift station project. Initial discussions have included requests by the property owner to relocate the location of the new station to the north and east of our original plans. Discussions are expected to continue in the next week and staff will provide additional information to the Council when it becomes available.

- **Upcoming Events:**

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| ▪ Friday June 1, 2012 at 8:30 p.m.    | Summer Reading Kick-Off   |
| ▪ Monday June 4, 2012 at 7:00 p.m.    | City Council Meeting  |
| ▪ Tuesday June 5, 2012                | Election Day  |
| ▪ Wednesday June 6, 2012 at 6:30 p.m. | Joint Meeting of the City Council<br>and West Branch School Board |
| ▪ Tuesday June 12, 2012 at 6:30 p.m.  | Animal Control Commission   |
| ▪ Monday June 18, 2012 at 6:30 p.m.   | Library Board of Trustees Meeting                                 |
| ▪ Monday June 25, 2012 at 7:00 p.m.   | City Council Meeting  |
| ▪ Wednesday July 4, 2012              | City Office Closed for Holiday                                    |
| ▪ Monday July 16, 2012 at 7:00 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.**