

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

To: Mayor and Council

From: Matt Muckler, City Administrator

Date: August 31, 2012

Weekly Council Update

- **Cable Access Schedule:** The cable access channel schedule has been updated for the fall to include football programming. The games are featured in prime time on Thursday and Saturday evenings at 7:00 p.m. The Thursday showing will be one of your last opportunities to catch last week's game before Friday night, and the Saturday showing is your chance to catch this week's game. Games will also be shown every day at 10:00 a.m. and 10:00 p.m. The new schedule is listed on the website under the Cable Access department or by the direct link of <http://www.westbranchiowa.org/sites/default/files/CableAccessSchedule.pdf>. City staff is working with the school for the possibility to provide games from other sports and activities on the channel.
- **Walker, IA Wastewater Tour:** Mayor Don Kessler, City Administrator Matt Muckler and Public Works Director Matt Goodale will be traveling to Walker, IA on Wednesday September 5<sup>th</sup> to tour their new wastewater facility which includes a SAGR system. Walker's Public Works Director and representatives from HR Green will be on hand to discuss the recent upgrades in Walker. Council members who are interested in attending are encouraged to contact the City Office at (319) 643-5888 for more information.
- **Middle School Update:** All-American Concrete poured the sidewalk for the Middle School Project earlier this week. The rough dirt work will be completed by early next week and asphalt is scheduled for the end of next week. An in-house project that will also take place in this area next week will be the replacement of the overflow pipe that runs from the water tower to the new intake located to the south of the water tower. The new pipe will have a larger capacity and prevent flooding of the West Branch Community Day Care when the tower is being flushed or when it overflows. Public Works staff will complete finish grading, sodding and seeding the week of September 10, 2012. Staff will also install signage the week of September 10<sup>th</sup> denoting the road as one-way in by the water tower and out by the water plant. We are scheduled to have the access road and sidewalks open on Monday September 17, 2012.

- **Acciona Wind Turbine Generator Event:** Mayor Don Kessler and City Administrator Matt Muckler visited Acciona Windpower on August 29<sup>th</sup> to attend the ceremony celebrating the assembly of North America's first AW3000 3 megawatt wind turbine generator. The turbine is being assembled at the Acciona Plant here in West Branch and will be installed at the Pioneer Grove Wind Farm in Cedar County. Acciona CEO Joe Baker will be present at the September 4, 2012 Council Meeting to accept a certificate of appreciation for Acciona's support of the City of West Branch and the family activities on the Village Green during Hoover's Hometown Days.

- **Library News:** The West Branch Public Library Board of Trustees selected FEH Associates as the preferred architect to provide site selection and pre-funding design services to the library during the architect interviews on the evening of August 30<sup>th</sup>. In the field of three firms, all were very qualified and presented excellent possibilities. FEH was chosen over the other two primarily for the importance they put on community involvement in both the site selection and design process which the library board felt would be of extreme importance to both the library and to the entire West Branch Community.

- **City Office Staffing Update:** Today was Angela Kessler's last day as the part-time temporary administrative assistant. We thank Angela for providing the office with administrative assistance this summer and wish her the best in her future endeavors.

- **Police Department Update:** Chief Horihan has accepted delivery of the city's new police vehicle. The vehicle is now in the process of being outfitted. Deputy City Clerk Dawn Brandt has processed the check for payment of the vehicle and expended the remaining funds from the Rural Law Enforcement Grant. Dawn will be working in the coming weeks to complete the Department of Justice closure documents for the grant.

- **Tiffin, IA Visit:** City Administrator Matt Muckler and Deputy City Clerk Dawn Brandt visited with Tiffin, IA City Administrator Michon Jackson this week to discuss best practices for efficient operations in the city office, as well as capital improvement planning and budgeting.

- **Labor Day:** The City Office will be closed on Monday September 3, 2012 for the Labor Day Holiday. The regular Council Meeting will take place on Tuesday September 4, 2012 at 7:00 p.m. The work session that was previously scheduled for September 4<sup>th</sup> has been postponed.

**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.**