



West Branch City Council  
City Administrator's Report  
3/05/18

**Pending Action Items:**

The Wastewater Task Group has had a conference call with g for preplanning and we expect to get a scope of work / planning agreement with V&K in March. We will also be getting back on schedule regarding visiting one or more of the "Gross-Wen Technologies" sites. Recap: This technology is of particular interest due to its Ecological Benefits(s), and Revenue Generating Potential. The task-group will also be working financing strategies, potential pilot project approach and DNR compliance strategies.

**Report from the Desk of the City Administrator:**

- The City of West Branch is working with Iowa State University (Extension and Outreach) to conduct diversity training, which will be mandatory for every city employee. There will be two, of the hour and a half classes held tomorrow. Class 1 will be held here at City Hall from 3pm to 4:30pm. The second class will be held at the Fire Station Conference Room from 6pm to 7:30pm. The City Council is invited to participate in either or both of the classes.
- In an attempt to make our budget process more transparent and open to the public, I have enhanced our budget report to be more user friendly for the general public. The State Department of Management budget forms and submittal have not been changed. It is my hope that presenting an enhanced budget representation will allow the public more access to information relating to the city's budget and will make it more inviting for citizens who have questions, comments or concerns the ability to voice them. Since, this a large 68 pages there will be a copy on-line under our city news feed.

**Follow up / Reminder Items:**

- We anticipate having our first preconstruction meeting at 1:30 on Tuesday, March 6<sup>th</sup>, Location will be City Hall, Please let me know if anyone is interested meeting the general contractor.

**Events / Scheduled Meetings:**

- None

**Things on the Horizon**

- Wastewater Task Group Activities
- Flex time / Comp time Policy
- In-House Classification Analysis
- Department Evaluations
- Updated Staff Work Plans
- Fee Schedule Adjustments
- Update our Urban Renewal Plan
- Cubby Park
- College Street
- Strategy / Action Plan West Village Pedestrian Bridge