



110 N. Poplar Street • PO Box 218 • West Branch, Iowa 52358
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ANIMAL CONTROL COMMISSION MEETING

Tuesday, September 12, 2023 • 6:30 p.m.

City Council Chambers, 110 N. Poplar St.

Council Quorum May Be Present

1. Call to Order
2. Roll Call
3. Approve minutes of the June 9, 2023 and August 8, 2023 Animal Control Commission meeting. / Move to action.
4. New Business
 - a. Police Report
 - b. Other new business
5. Old Business
 - a. Recap of Dog Park Fair and fundraising goals (Resolution 2022-76)
 - b. Update on Dog Park expansion fundraising efforts
 - c. Dog Park condition
 - d. Other old business
6. Next meeting date – October 10, 2023
7. Adjourn

Commission Members: Chair Alan Beyer, DVM, Leesa Johnson, Amy Lynch, Ashley Wildman, Nate Bartz

Mayor: Roger Laughlin • **Council Members:** Colton Miller, Nick Goodweiler, Jodee Stoolman, Jerry Sexton, Tom Dean

City Administrator: Adam Kofoed **City Clerk:** Leslie Brick • **Finance Officer:** Heidi Van Auken

Police Chief: John Hanna • **Fire Chief:** Kevin Stoolman • **Public Works Director:** Matt Goodale

Parks & Rec Director: Vacant • **Library Director:** Becky Knoche

City of West Branch, IA – Animal Control Commission

Meeting Minutes

Tuesday, June 13th, 2023 – 6:30 PM – West Branch City Council Chambers

Present: Alen Beyer, DVM (Chair), Amy Lynch (Vice-Chair), Leesa Johnson, Ashley Wildman, and Nate Bartz (Secretary)

Absent: None

Next meeting: Tuesday, August 8th, 2023 – 6:30 PM – West Branch City Council Chambers

1. Call to Order – Dr. Beyer

2. Roll Call – Dr. Beyer

3. Announcements

- None

4. Discussion

- Amy moved to approve Meeting Minutes from May 9th. Leesa seconded. Motion carried.
- Discussion around West Branch Pet Owners Guide. No edits needed. Discussed ways to get this document out to more people. It is included in “new resident” basket given to new residents.

Old Business:

- Discussion around donated bench. This will need to be concreted in. A tree will be donated as well. ACC has no preference on type of tree.
- Herbert Hoover Hometown Days discussion. ACC will have a booth (manned by Ashley and Nate) to promote the Dog Fair/Dog Jog, as well as solicit donations for the Dog Park. Two Sister’s Kennels will be handing out candy with promotional materials for the Dog Fair/Dog Jog as well. Ashley and Volunteers will walk with ACC banner to promote Dog Park Expansion Project.
- Updated ordinances were reviewed, and all members of ACC received new printed copies.

New Business:

- Police Report:
 - No Police Department representation present (no news to report).

5. Call to Adjourn Meeting

- Amy moved to adjourn; Ashley seconded. Motion carried.

RESOLUTION 2022-76

A RESOLUTION APPROVING DOG PARK EXPANSION FUNDRAISING PLANS.

WHEREAS, the West Branch Animal Control Commission seeks to expand the dog park;

WHEREAS, the City of West Branch City Council and staff are supportive of the project but must ensure state financial policies are followed;

WHEREAS, the West Branch Animal Control Commission is requesting the following assistance:

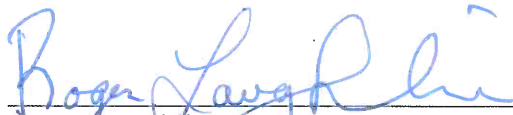
1. Staff assistance in setting up a website for tax deductible online donations.
2. Council authorizing a dog park fundraising and expense line items.
3. Staff assistance in social media marketing.

WHEREAS, the Animal Control Commission agrees on the following items:

1. If fundraising goals aren't met by September 2023, the Commission will revisit their plans.
2. If fundraising goals aren't met by (date), the Commission agrees to shorten the length of the fence or donations will be used for other facility upgrades.
3. If the fundraising plan is changed or not followed, the Animal Control Commission will be the main point of contact for grievances.
4. If the fundraising plan is changed or not followed due to city and state financing rules, reimbursements shall not be made or promised without the City Finance Officer's approval.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of West Branch, Iowa hereby approves the following fundraising plan is hereby approved and effective September 1, 2022.

Passed and approved this 15th day of August 2022.



Roger Laughlin, Mayor

Attest:



Leslie Brick, City Clerk

Dog Park Expansion Fundraising balance (as of 9/8/2023): Goal \$17,000

<u>Donor source</u>	<u>Amount</u>
Dog Fair 2023	\$2026.50
West Branch Roofing	\$250.00
Roger & Connie Laughlin	\$150.00
Lynch Excavating	\$250.00
Sam & Lizabeth Osborn	\$100.00
Fidelity Bank & Trust	\$250.00
Karen Suchomel	\$250.00
Rachel Goben	<u>\$25.00</u>
	\$3301.50**

**** Does not include Go-Fund Me account balance**