



**CITY COUNCIL MEETING  
MONDAY, MARCH 4, 2024 - 7:00 P.M.  
CITY COUNCIL CHAMBERS  
110 N. POPLAR ST., WEST BRANCH, IOWA**

<https://zoom.us/j/5814699699>

*or dial in phone number 1-312-626-6799 with Meeting ID 581 469 9699.*

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Welcome
5. Approve Agenda. /Move to action.
6. Approve Consent Agenda/Move to action.
  - a. Approve the minutes from the February 20, 2024 City Council meeting.
  - b. Approve a Class E Retail Alcohol License for Casey's Marketing Company #3463, 615 S. Downey St., West Branch.
  - c. Approve the December 2023 Monthly Financial Report.
  - d. Approve the January 2024 Monthly Financial Report.
  - e. Approve Claims for March 4, 2024.
7. Presentations/Communications/Open Forum
8. Public Hearing/Non-Consent Agenda
  - a. **Resolution 2024-17** – Approving a contract with Willie Guy for Cubby Park concession sales and management for 2024. / Move to action.
  - b. **Resolution 2024-18** – Approving the termination of the West Branch Building Incentive Program. / Move to action.
  - c. **Resolution 2024-19** – Approving to hire Erin Laughlin as the Full-time Parks & Recreation Director. / Move to action.
  - d. **Resolution 2024-20** – Approving Support for the City Administrator to apply for Cedar-Johnson Road Reconstruction Funding under Congressperson Miller-Meeks FY2025 Community Project Funding Program. / Move to action.
9. Discussion – Review trees quotes for the Wapsi Creek Widening Project
10. City Administrator Report
11. City Attorney Report
12. City Engineer Report
13. City Staff Reports
14. Comments from Mayor and Council Members
15. Motion to adjourn.

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**Mayor:** Roger Laughlin • **Council Members:** Nick Goodweiler, Jodee Stoolman, Tom Dean, Jerry Sexton, Mike Horihan  
**City Administrator** Adam Kofoed • **City Clerk** Leslie Brick • **Finance Officer** Heidi Van Auken • **Fire Chief** Kevin Stoolman  
• **Police Chief** Greg Hall • **Public Works Director** Matt Goodale • **Library Director** Jessica Schafer