



CITY COUNCIL WORK SESSION
MONDAY, DECEMBER 16, 2024 - 6:00 P.M.
LOCATION: TOWN HALL
113 N. 1ST ST., WEST BRANCH, IOWA

WORK SESSION – 6:00 P.M.

1. Call to order
2. Roll Call
3. City Council Strategic Planning Work Session.
4. Adjourn from Work Session.

CITY COUNCIL (REGULAR) MEETING
MONDAY, DECEMBER 16, 2024 - 7:00 P.M.
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 minutes from the December 2, 2024 City Council meeting.
 - b. Approve Claims for December 16, 2024.
7. Presentations/Communications/Open Forum
8. Public Hearing/Non-Consent Agenda
 - a. **Public Hearing** – Proposal to Vacate an Official Plat of Auditor’s Parcel N as described in Book L, Page 55, records of Cedar County.
 - b. **Third Reading Ordinance 820** – Amending Chapter 47 – Municipal Park Policies and Regulations. /Move to action.
 - c. **Second Reading Ordinance 821** – Amending Chapter 165 – Zoning Regulations. / Move to action.
 - d. **Resolution 2024-133** - Revising Resolution 2024-117 regarding the collection of funds to be used for low-to-moderate income housing assistance. / Move to action.
 - e. **Resolution 2024-134** – Approving the Vacation of Auditor’s Parcel N, as recorded in Book L, Page 55, Records of the Cedar County Recorder’s Office. / Move to action.
 - f. **Resolution 2024-135** - Approving a Salary Adjustment for Library Director Jessie Schafer. / Move to action.
 - g. **Resolution 2024-136** - Amending the West Branch Parks and Recreation Facility, Park, Sports Field Use and Fees Policy. / Move to action.
 - h. **Resolution 2024-137** - Approving a Contract with Willie Guy for Cubby Park Concession Sales and Management for 2025. / Move to action.
9. City Administrator Report
10. City Attorney Report
11. City Engineer Report
12. City Staff Reports
13. Comments from Mayor and Council Members
14. Motion to adjourn.

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