

City of West Branch

~ A Heritage for Success ~

110 N. Poplar St. • P.O. Box 218 • West Branch, Iowa 52358
Ph. 319-643-5888 • Fax 319-643-2305 • www.westbranchiowa.org • wbcity@l.com.net

CITY COUNCIL MEETING AGENDA **Tuesday, January 18, 2011 • 6:30 p.m.** **City Council Chambers, 110 North Poplar Street** *Action may be taken on any agenda item.*

1. Call to order
2. Roll call
3. Welcome
4. Approve Agenda/Consent Agenda/Move to action
 - a. Approve minutes from the January 3, 2011 City Council Work Session and the January 3, 2011 City Council Meeting.
 - b. Approve claims.
5. Communications/Open Forum
6. Public, Department Heads, Commissions, City Administrator and City Council
 - a. Councilman Mark Worrell - Recognize City Attorney Bruce Goddard for his twenty-five years of service to the residents of the City of West Branch.
 - b. First reading of Ordinance 673 amending Chapter 30 "POLICE DEPARTMENT" by adding the following section, Section 30.11: 30.11 RESIDENCY REQUIREMENT: All full-time peace officers, including the Police Chief, shall become residents of the City of West Branch, and continued residency in the City is a requirement for continued employment with the City./Move to action.
 - c. Approve a \$75 annual fee payable to West Branch Animal Control by the owner of Lucy, a black lab with a micro chip, that has been classified as having engaged in Level 3 behavior, due at the time the dog license is renewed each year as long as the owner continues to possess the Level 3 animal within the City limits./Move to action.
 - d. Approve re-zoning the south 89 feet of Lots 72 and 73 and the west 8 feet of the vacated alley adjacent to the south 89 feet of Lot 72 in Block 8, West Branch, Cedar County, from R-2 to B-2/Move to action.
 - e. Discussion and approval of initial revenue estimates, general fund salary amounts, and general fund departmental non-salary expenditure amounts./Move to action.
7. Mayor
 - a. Appointments/Reappointments/Move to action.
 - i. West Branch Public Library Board - Peter Pappas
 - ii. West Branch Public Library Board – Laura Gongora
8. Reports
 - a. Crime Data Processor Gina Heick – West Branch Police Department Monthly Report
 - b. Code of Ordinances, Chapter 155.02 – Building Permit Fees
9. Adjourn

Mayor: Don Kessler • **Council Members:** Mark Worrell, David Johnson, Robert Sexton, Jim Oaks, Dan O'Neil
City Administrator/Clerk: Matt Muckler • **Deputy City Clerk:** Dawn Brandt • **Library Director:** Nick Shimmin
Parks & Recreation Director: Melissa Russell • **Police Chief:** David Bloem • **Fire Chief:** Kevin Stoolman

(The following is a synopsis of the minutes of the West Branch City Council Work session. The full text of the minutes is available for inspection at the City Clerk's office. The minutes are not approved until the next regularly scheduled City Council meeting.)

West Branch, Iowa
Council Chambers

City Council Work Session

January 3, 2011
6:00 p.m.

Mayor Don Kessler opened the Work Session by welcoming the audience and the following City staff: City Administrator/Clerk Matt Muckler, Administrative Assistant Ashley Borland-Kaalberg, Library Director Nick Shimmin, Park and Rec Director Melissa Russell, Police Chief David Bloem and Fire Chief Administrator Dick Stoolman.

Council members: David Johnson, Robert Sexton, Dan O'Neil and Jim Oaks. Mark Worrell absent.

Executive Team: 2011-2012 Annual Budget Departmental Proposals.

Department directors presented their requests to council for the FY12 budget.

ADJOURNMENT

Motion by Johnson to adjourn. City Council Work Session adjourned at 6:24 p.m.

Don Kessler, Mayor

ATTEST: _____
Matt Muckler, City Administrator/Clerk

(The following is a synopsis of the minutes of the West Branch City Council meeting. The full text of the minutes is available for inspection at the City Clerk's office. The minutes are not approved until the next regularly scheduled City Council meeting.)

West Branch, Iowa
Council Chambers

City Council Meeting

January 3, 2011
6:30 p.m.

Mayor Don Kessler opened the West Branch City Council meeting by welcoming the audience and the following City staff: City Administrator/Clerk Matt Muckler, Administrative Assistant Ashley Borland-Kaalberg, Park and Rec Director Melissa Russell, Library Director Nick Shimmin, Police Chief David Bloem, Fire Chief Administrator Dick Stoolman, Council members: David Johnson, Robert Sexton, Dan O'Neil and Jim Oaks. Absent: Mark Worrell.

APPROVE AGENDA/CONSENT AGENDA

- a. Approve minutes from the December 20, 2010 City Council Work Session and the December 20, 2010 City Council Meeting.
- b. Approve Class E liquor license, including carryout beer; carryout native wine, carryout wine, and Sunday sales privileges for Fisher's Market Nauvoo, IL dba Dewey's Jack & Jill.
- c. Approve Class C Beer License with Sunday Sales permit for Shivji LLC dba BP Amoco.
- d. Approve moving the Monday January 17, 2011 City Council Meeting to Tuesday, January 18, 2011, due to Martin Luther King Jr. Holiday.

Roll call vote – Ayes: Johnson, Sexton, O'Neil, Oaks. Absent: Worrell. Motion carried.

COMMUNICATIONS/OPEN FORUM

Animal Control Commission President Al Buyer informed Council that the commission is researching the rules and expenses of a dog park within the City.

State Representative Jeff Kaufmann made his annual visit to West Branch. Council had an opportunity to ask Representative Kaufmann questions and were encouraged to contact him in the future with any concerns.

PUBLIC, DEPARTMENT HEADS, COMMISSIONS, CITY ADMINISTRATOR AND CITY COUNCIL
Third reading of Ordinance 671 amending Chapter 30 "POLICE DEPARTMENT" by adding the following section, Section 30.11: 30.11 RESIDENCY REQUIREMENT: The Police Chief shall become a resident of the City of West Branch, and continued residency in the City is a requirement for continued employment with the City./Move to action.

Johnson stated his opposition to the residency. He felt the Police Chief should be treated the same as the other employees. Police Chief David Bloem said that he agreed with Johnson's statement and is not planning to move outside City limits however he would like the option to do so in the future. O'Neil said that he would like to have discussion on residency requirement options at a future meeting.

Motion by Oaks to approve the third reading of ordinance 671, second by Johnson. AYES: Oaks. NAYS: Johnson, Sexton, O'Neil. Absent: Worrell. Motion failed.

MAYOR DON KESSLER

Appointments/Reappointments

- i. Mayor Pro-Tem: Jim Oaks
- ii. City Attorney: Bruce Goddard
- iii. City Engineer: Dave Schechinger, P.E., Veenstra & Kimm, Inc.
- iv. Official City Newspaper: West Branch Times
- v. Health Officer: Dr. Thomas Novak
- vi. Animal Control Facility: West Branch Animal Clinic
- vii. Official Web Site: www.westbranchiowa.org

viii. Official TV Channel: Community Access Channel 5

ix. Rules of Order: Roberts Rules of Order

Motion by Johnson, second by O'Neil to approve appointments. Ayes: Johnson, O'Neil, Sexton, Oaks. Absent: Worrell. Motion carried.

REPORTS

City Administrator - Discussion and of initial revenue estimates, general fund salary amounts for 2011 and 2012, and general fund departmental non-salary expenditure projections.

City Administrator Matt Muckler gave Council updates to budget FY12 budget projections. Further discussion of the budget will take place at the January 18, 2011 Council meeting.

ADJOURNMENT

Motion by Johnson to adjourn. City Council meeting adjourned at 7:09 p.m.

Don Kessler, Mayor

ATTEST: _____
Matt Muckler, City Administrator/Clerk

AGVANTAGE FS INC	STREETS - LP GAS	763.64
ALLIANT ENERGY	VARIOUS DEPTS - UTILITIE	7,960.20
	WATER - UTILITIES	76.67
ALTOONA PUBLIC LIBRARY	LIBRARY - LOST ITEM	26.50
AMAZON	LIBRARY - SUPPLIES	43.20
ANDREWS, ALISON	ACH PAYROLL EXPENSE	277.21
	ACH PAYROLL EXPENSE	240.02
ARAMARK UNIFORM SERVICES	VARIOUS DEPTS - UNIFORMS	309.97
BAKER & TAYLOR BOOKS	LIBRARY - BOOKS	632.08
	LIBRARY - BOOKS	11.09
BARRON MOTOR SUPPLY	STREETS - SUPPLIES	378.17
	POLICE - SUPPLIES	10.70
BDC BUILDING PLAN REVIEW	ADMIN - BUILDING INSPECT	90.30
BEAN & BEAN	CEMETERY - GRAVE OPENING	3,000.00
	CEMETERY - GRAVE OPENING	2,000.00
BLOEM, DAVID	ACH PAYROLL EXPENSE	2,453.43
	POLICE - REIMBURSEMENT	107.51
	ACH PAYROLL EXPENSE	1,652.88
BLUE CROSS BLUE SHIELD	LIFE INS.	8.00
	DENTAL INS	53.68
	HEALTH INS	532.92
	HEALTH INS.	5,328.80
	DENTAL INS.	375.00
	LIFE INS.	52.10
	DENTAL INS	53.68
	HEALTH INS	532.92
BORLAND-KAALBERG, ASHLEY	ACH PAYROLL EXPENSE	763.85
	ACH PAYROLL EXPENSE	592.77
BRANDT, DAWN	ACH PAYROLL EXPENSE	1,426.72
	ACH PAYROLL EXPENSE	1,181.67
BRICK, GERRY	ACH PAYROLL EXPENSE	134.02
	ACH PAYROLL EXPENSE	114.75
BUSINESS RADIO SALES	FIRE - SERVICE/REPAIR	20.00
CEDAR COUNTY PUBLIC HEAL	VARIOUS DEPTS - FLU VACC	125.00
CEDAR RAPIDS PHOTO COPY	LIBRARY - SERVICE	38.96
	LIBRARY - SERVICE	26.39
CENTRAL IOWA DISTRIBUTIN	STREETS - CLEANER	44.55
CHRIS JONES TRUCKING	STREETS - ROADSTONE	441.62
CITY ELECTRIC SUPPLY	ADMIN - LIGHT BULBS	138.76
CREATIVE SOFTWARE SERVIC	ADMIN - COMPUTER SERVICE	191.25
CUSUMANO, CHRIS	WATER - CREDIT REFUND	79.18
DAVE SEYDEL AUTO & TRUCK	STREETS -97 F-700 SERVIC	179.42
DAVE'S WELDING & REPAIR	STREETS - OSHKOSH SERVIC	300.00
DEWEYS JACK & JILL	VARIOUS DEPTS - SUPPLIES	110.75
DURACLEAN	LIBRARY - CARPET CLEANIN	600.00
ED.M.FELD EQUIPMENT CO.	FIRE - HELMET	284.50
FARM & HOME PUBLISHERS	LIBRARY - BOOKS	76.20
FARM PLAN	SEWER/STREETS - SUPPLIES	146.15
FLEET SERVICES	POLICE - FUEL	371.73
GENERAL PEST CONTROL	PARK & REC - SERVICE	100.00
GODDARD, ATTY BRUCE	LEGAL - SERVICE	160.00
GOODALE, MATTHEW	ACH PAYROLL EXPENSE	1,848.03
	ACH PAYROLL EXPENSE	1,212.58
GRIMM, JOHN	PAYROLL EXPENSE	33.73
	PAYROLL EXPENSE	31.13
HACH COMPANY	STREETS - SUPPLIES	168.54
HANNA, JOHN	ACH PAYROLL EXPENSE	1,298.27
	ACH PAYROLL EXPENSE	1,202.46
HEICK, GINA	ACH PAYROLL EXPENSE	959.77
	POLICE - CLEANING	40.00
	ACH PAYROLL EXPENSE	811.19
HYGIENIC LAB.ACCT.REC.	WATER - TESTING	142.00
INTERNAL REVENUE SERVICE	FEDERAL W/H	2,932.43
	FICA-MED.CAR	3,649.06
	FICA-MED.CAR	1,017.52
	FEDERAL W/H	2,012.85
	FICA-MED.CAR	2,336.05

	FICA-MED.CAR	651.38
IOWA BUSINESS SUPPLY	CABLE - OFFICE CHAIRS	516.00
	STREETS - OFFICE SUPPLIE	8.72
	POLICE - OFFFICE SUPPLIE	28.99
IOWA CITY PRESS-CITIZEN	LEGAL - CITY ATTORNEY AD	220.60
IOWA NETWORK SERVICES IN	ADMIN - SERVICE	26.99
IOWA ONE CALL	WATER/SEWER - SERVICE	27.90
IOWA WORKFORCE DEVELOPME	WATER/SEWER/ADMIN - CLAI	6,161.18
IPERS	IPERS	2,715.68
	IPERS	1,161.79
	IPERS	2,081.33
	IPERS	903.26
JOHNSON COUNTY MUTUAL AI	FIRE - ANNUAL DUES	95.00
JOHNSON COUNTY REFUSE IN	RECYCLING - DECEMBER	3,543.50
JOHNSON, DAVID	PAYROLL EXPENSE	1,320.90
JOHNSON, TOM	PAYROLL EXPENSE	93.98
	PAYROLL EXPENSE	75.19
KARR, DANIEL	PAYROLL EXPENSE	1,715.44
	PAYROLL EXPENSE	1,194.33
KESSLER, DONALD	PAYROLL EXPENSE	186.20
KIRKWOOD COMM. COLLEGE	SEWER - WASTEWATER TRAIN	425.00
KNOCHE, REBECCA	ACH PAYROLL EXPENSE	766.63
	ACH PAYROLL EXPENSE	766.63
KONE INC	PARK & REC - ELEVATOR SE	450.00
LEASE CONSULTANTS CORP	LIBRARY - SERVICE	59.00
LENOCH & CILEK	ADMIN - WEATHER STRIPPIN	9.99
LIBERTY COMMUNICATIONS	VARIOUS DEPTS - PHONE SE	1,126.75
LINN COUNTY R.E.C.	STREETS - UTILITIES	102.00
LYNCH EXCAVATING CO.	WATER - MAIN STREET REPA	1,985.60
MATT PARROTT AND SONS	WATER/SEWER - BILLING FO	474.13
MENARDS	STREETS - SUPPLIES	150.68
	STREETS - SUPPLIES FOR S	86.51
	STREETS - SUPPLIES FOR S	92.89
	STREETS - SUPPLIES FOR S	878.98
	STREETS - SUPPLIES FOR S	157.79
MOSS, TIMOTHY	ACH PAYROLL EXPENSE	1,542.68
	ACH PAYROLL EXPENSE	1,150.09
MUCKLER, MATTHEW	ACH PAYROLL EXPENSE	2,041.84
	ACH PAYROLL EXPENSE	2,041.84
NASH, ANN	ADMIN - CLEANING	240.00
	ADMIN - CLEANING	240.00
O'NEIL, DANIEL	PAYROLL EXPENSE	1,132.20
O'NEIL, PAUL	ACH PAYROLL EXPENSE	1,735.72
	ACH PAYROLL EXPENSE	1,156.25
OAKS, JAMES	PAYROLL EXPENSE	1,358.64
OASIS ELECTRIC	ADMIN - SERVICE REPAIRS	450.94
	LIBRARY - REPLACE INDOOR	98.74
PEDEN, SHANELLE	CABLE - VIDEOTAPING	150.00
PLATO ELECTRIC	STREET LIGHTS - HANG HOL	510.00
	STREET LIGHTS - SERVICE	58.80
PLUMBERS SUPPLY CO.	STREETS - SUPPLIES	14.70
PLUNKETT'S PEST CONTROL	ADMIN - SERVICE	24.00
QC ANALYTICAL SERVICES L	SEWER - TESTING	690.00
QUALITY ENGRAVED SIGNS	ADMIN - SUPPLIES SERVICE	66.00
RADIOSHACK CORPORATION	POLICE - POWER SUPPLY	95.98
RIVER PRODUCTS CO.	STREETS - ROADSTONE	967.00
ROHRET, RIKKI & JULIE	WATER - CREDIT REFUND	40.91
RUSSELL, MELISSA	ACH PAYROLL EXPENSE	1,142.55
	ACH PAYROLL EXPENSE	960.41
SAFARILAND LLC	POLICE - SUPPLIES	35.69
SECURITY CAMERAS DIRECT	POLICE - SECURITY CAMERA	202.16
SEXTON, ROBERT	PAYROLL EXPENSE	1,132.20
SHIMMIN, NICHOLAS	ACH PAYROLL EXPENSE	1,065.19
	ACH PAYROLL EXPENSE	1,065.19
SPAHN & ROSE LUMBER CO.	STREETS - SUPPLIES	137.25
SPRINT	POLICE - SERVICE	179.97
STAPLES	PARK & REC - OFFICE SUPP	23.48
STEWART, THOMAS	ACH PAYROLL EXPENSE	1,358.74
	ACH PAYROLL EXPENSE	1,203.54
SULZNER, ELLEN	COOKSON/TOWN HALL - CLEA	544.00
THEIN MOTOR SALES	POLICE - SERVICE/TIRES	480.25

TIPTON CONSERVATIVE	ADMIN - CITY ATTORNEY AD	16.54
TREAS. STATE OF IOWA	STATE WTH.	1,305.00
	STATE WTH.	971.00
TREASURER, STATE OF IOWA	IOWA SALES TAX	1772.48
TREASURER, IOWA STATE UN	FIRE - TRAINING	195.00
UPS	SEWER - SHIPPING	21.50
	SEWER - SHIPPING	20.70
	SEWER - SHIPPING	20.70
US CELLULAR	POLICE - PHONE SERVICE	211.94
	VARIOUS DEPTS - PHONE SE	283.35
	FIRE - PHONE SERVICE	38.08
WALLICK, CLAUDIA	ACH PAYROLL EXPENSE	193.00
	ACH PAYROLL EXPENSE	193.00
WALMART COMMUNITY/GEMB	LIBRARY - SUPPLIES	191.43
WARGO, BARBARA	ACH PAYROLL EXPENSE	152.74
	ACH PAYROLL EXPENSE	175.66
WEST BRANCH REPAIRS	STREETS - SERVICE REPAIR	148.21
	FIRE - BATTERY	86.95
WEST BRANCH TIMES	ADMIN - SUBSCRIPTION	29.00
	ADMIN/LEGAL - PUBLICATIO	467.55
WEST LIBERTY INDEX	ADMIN - CITY ATTORNEY AD	14.63
WIENEKE, DIRK	PAYROLL EXPENSE	79.25
WORRELL, MARK	PAYROLL EXPENSE	1,114.14

	EXPENDED	LIQUID	ACCRUAL
GRAND TOTALS	117,614.26		GRAND TOTALS
117,614.26			

RECAP TOTALS		EXPENDED	LIQUID	ACCRUAL
FUND TOTALS	FUND TOTALS			
001 GENERAL FUND		53,253.22		
022 CIVIC CENTER		748.22		
031 LIBRARY		8,944.39		
110 ROAD USE TAX		9,909.06		
111 POLICE RECOVERY ACT GRANT		2,508.22		
112 TRUST AND AGENCY		10,663.98		
600 WATER FUND		18,004.63		
610 SEWER FUND		13,582.54		
****		117,614.26		

**CITY OF WEST BRANCH
COUNCIL ACTION REPORT**

MEETING DATE: January 18, 2011 AGENDA ITEM: 6b
DATE PREPARED: January 6, 2011
STAFF LIAISON: Matt Muckler, City Administrator

ACTION TITLE: First reading of Ordinance 673 amending Chapter 30 "POLICE DEPARTMENT" by adding the following section, Section 30.11: 30.11 RESIDENCY REQUIREMENT: All full-time peace officers, including the Police Chief, shall become residents of the City of West Branch, and continued residency in the City is a requirement for continued employment with the City.

WORKSHOP SPECIAL CONSENT NON-CONSENT TABLED PUBLIC HEARING

RECOMMENDATIONS:

Approve first reading of Ordinance 673 amending Chapter 30 "POLICE DEPARTMENT" by adding the following section, Section 30.11: 30.11 RESIDENCY REQUIREMENT: All full-time peace officers, including the Police Chief, shall become residents of the City of West Branch, and continued residency in the City is a requirement for continued employment with the City.

PROJECT DESCRIPTION:

City officials and staff had been working under the assumption that a residency requirement was in place for the police chief. Staff has been unable to find a requirement in the Code that would require the police chief to live within the city limits. It appears that in the past, the residency requirement was handled through police chief contracts. Ordinance 671 would have put a residency requirement in place for the police chief. Ordinance 671 passed first and second reading 4-1 and then failed on third reading. Council members expressed concern with treating the police chief differently from other full-time officers in terms of a residency requirement.

Ordinance 671 would require that all full-time peace officers become residents of the City of West Branch, and continued residency in the City is a requirement for continued employment with the City. Due to the fact that West Branch does not have an officer on-duty twenty-four hours each day, there are times when officers who are on-call respond to calls. (West Branch has twenty-four hour on-call police coverage.) Until such time that the West Branch Police Department is staffed sufficiently to provide for an on-duty officer twenty-four hours per day, there will be times when on-call officers will respond to calls. In terms of response times, public safety will be enhanced through the adoption of this policy. All police officers currently reside within the City limits.

ATTACHMENTS:

Ordinance 673

CURRENT FISCAL YEAR TOTAL COST (as reflected in motion) _____

BUDGETED UNBUDGETED FISCAL YEAR BUDGET (check one) _____

ORDINANCE NO. 673

AN ORDINANCE AMENDING TITLE CHAPTER 30 "POLICE DEPARTMENT"

1. BE IT ENACTED by the City Council of West Branch, Iowa, that Chapter 30 "POLICE DEPARTMENT" of the Code of West Branch, Iowa is hereby amended by adding the following section, Section 30.11:

30.11 RESIDENCY REQUIREMENT

All full-time peace officers, including the Police Chief, shall become residents of the City of West Branch, and continued residency in the City is a requirement for continued employment with the City.

2. This amendment to the ordinance shall be in full effect from and after its publication as by law provided.
3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.
4. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of this ordinance as a whole or any part, section, or provision thereof not adjudged invalid or unconstitutional.

Passed and approved this 18th day of January, 2011.

First Reading: January 18, 2011

Second Reading:

Third Reading:

Don Kessler, Mayor

Attest:

Matt Muckler, City Administrator/Clerk

**CITY OF WEST BRANCH
COUNCIL ACTION REPORT**

MEETING DATE: January 18, 2011 AGENDA ITEM: 6c

DATE PREPARED: January 10, 2011

STAFF LIAISON: David Bloem, Police Chief

ACTION TITLE: \$75 annual fee payable to West Branch Animal Control by the owner of Lucy, a black lab with a micro chip, that has been classified as having engaged in Level 3 behavior, due at the time the dog license is renewed each year as long as the owner continues to possess the Level 3 animal within the City limits.

WORKSHOP SPECIAL CONSENT NON-CONSENT TABLED PUBLIC HEARING

RECOMMENDATIONS:

Approve a \$75 annual fee payable to West Branch Animal Control by the owner of Lucy, a black lab with a micro chip, that has been classified as having engaged in Level 3 behavior, due at the time the dog license is renewed each year as long as the owner continues to possess the Level 3 animal within the City limits.

PROJECT DESCRIPTION:

The Code of Ordinances states in Chapter 55 that the Council will set annual fees for animals that have been classified as dangerous or potentially dangerous. Animal Control Officer David Bloem has categorized Lucy, a black lab with a micro chip, as a Level 3 animal. Chief Bloem has recommended a \$75 annual fee to be paid at the time the dog license is renewed annually as long as the owner continues to possess the Level 3 animal within the City limits.

ATTACHMENTS:

Chapter 55.16.4.F of the Code of Ordinances

CURRENT FISCAL YEAR TOTAL COST (as reflected in motion) _____

BUDGETED UNBUDGETED FISCAL YEAR BUDGET (check one) _____

identified by a micro-chip in lieu of tattooing. The micro-chip must be implanted by a licensed veterinarian. The cost of implanting the micro-chip and the cost of the micro-chip itself, shall be the responsibility of the animal's owner.

F. There shall be an annual fee payable to West Branch Animal Control to be paid by the owner of any animal that has been classified as dangerous or potentially dangerous. The fee shall be set by the West Branch City Council. For dogs, this shall be an additional fee imposed at the time the license of the dog expires, and shall be payable at the time the license is renewed.

5. Reporting of Potentially Dangerous or Dangerous Animals. Any person who observes or has evidence of animal behavior as described in subsection 2 shall forthwith notify the Animal Control Division.

55.17 IMPOUNDMENT AND REDEMPTION OF ANIMALS.

1. The City of West Branch shall designate an adequate facility as a shelter to receive, care for, and safely confine any animal in an Animal Control Officer's custody under provisions of this chapter or coming into the custody of said officer under State law. The shelter shall be accessible to the public during reasonable hours for the conduct of necessary business concerning impounded animals.

2. An Animal Control Officer shall impound and hold at the shelter any animal when it is the subject of a violation of this chapter or State law, when it requires protective custody and care because of mistreatment or neglect by its owner, when it is voluntarily donated by its owner for disposition, or when otherwise ordered impounded by the court.

3. An animal shall be considered impounded from the time the Animal Control Facility takes physical custody of the animal.

4. Impoundment is subject to the following holding period and notice requirements:

A. An animal bearing identifications of ownership or whose ownership is otherwise known shall be held for a minimum of seven (7) days after its acquisition through impoundment or donation. The Animal Control Facility shall make reasonable efforts and document the same within 24 hours of impoundment by phone to give notice of the impoundment to the owner. If unsuccessful, the City of West Branch shall mail written notice by certified mail within forty-eight (48) hours of impoundment advising the owner of the impoundment, the date by which

**CITY OF WEST BRANCH
COUNCIL ACTION REPORT**

MEETING DATE: January 18, 2011 AGENDA ITEM: 6d

DATE PREPARED: January 6, 2011

STAFF LIAISON: Matt Muckler, City Administrator

ACTION TITLE: Rezoning the south 89 feet of Lots 72 and 73 and the west 8 feet of the vacated alley adjacent to the south 89 feet of Lot 72 in Block 8, West Branch, Cedar County, from R-2 to B-2.

WORKSHOP SPECIAL CONSENT NON-CONSENT TABLED PUBLIC HEARING

RECOMMENDATIONS:

Approve rezoning the south 89 feet of Lots 72 and 73 and the west 8 feet of the vacated alley adjacent to the south 89 feet of Lot 72 in Block 8, West Branch, Cedar County, from R-2 to B-2.

PROJECT DESCRIPTION:

Bruce Barnhart has requested that his property near 307 Water Street be rezoned from R-2 to B-2 due to a change of use and to allow for building expansion.

ATTACHMENTS:

West Branch Planning and Zoning Commission Public Hearing and Meeting Minutes, January 6, 2011
Notice of Public Hearing, December 22, 2010
Notice of Public Hearing, January 12, 2011
Retracement Plat, Block 8, West Branch, IA
City of West Branch, Iowa Petition for Rezoning
Notification List of Property Owners within 200 Feet of Property Being Requested to be Rezoned

CURRENT FISCAL YEAR TOTAL COST (as reflected in motion) _____

BUDGETED UNBUDGETED FISCAL YEAR BUDGET (check one) _____

These minutes are not approved until the next Commission meeting.

City of West Branch Planning & Zoning Commission Public Hearing
January 6, 2011
West Branch City Council Chambers, 110 North Poplar Street

The West Branch Planning & Zoning Commission opened a public hearing at 6:00 p.m. Commission members Roger Laughlin (Chair), Al Rozinek, Gary Slach, Dick Stoolman, and Mark Thomas were in attendance. Commission members Virgil Gingerich and Trent Hansen were absent. Also in attendance were City Engineer Dave Schechinger, P.E., Councilman Robert Sexton and City Administrator Matt Muckler. A public hearing was held on the matter of rezoning the south 89 feet of Lots 72 and 73 and the west 8 feet of the vacated alley adjacent to the south 89 feet of Lot 72 in Block 8, West Branch, Cedar County, from R-2 to B-2. No residents were present to voice any objections with the rezoning request.

City of West Branch Planning & Zoning Commission Meeting
January 6, 2011
West Branch City Council Chambers, 110 North Poplar Street

The West Branch Planning & Zoning Commission opened in regular session at 6:00 PM. Commission members Roger Laughlin (Chair), Al Rozinek, Gary Slach, Dick Stoolman, and Mark Thomas were in attendance. Commission members Virgil Gingerich and Trent Hansen were absent. Also in attendance were City Engineer Dave Schechinger, P.E., Councilman Robert Sexton and City Administrator Matt Muckler.

Approve the minutes of the November 9, 2010, Planning & Zoning Commission meeting

Motion by Rozinek and second by Stoolman to approve the minutes of the November 9, 2010, Planning & Zoning Commission meeting. Roll call vote – Ayes: Laughlin, Rozinek, Slach, Stoolman, and Thomas. Gingerich and Hansen absent. Motion carried.

Approve a recommendation to the City Council to re-zone the south 89 feet of Lots 72 and 73 and the west 8 feet of the vacated alley adjacent to the south 89 feet of Lot 72 in Block 8, West Branch, Cedar County, from R-2 to B-2.

Motion by Stoolman and second by Slach to approve a recommendation to the City Council to re-zone the south 89 feet of Lots 72 and 73 and the west 8 feet of the vacated alley adjacent to the south 89 feet of Lot 72 in Block 8, West Branch, Cedar County, from R-2 to B-2. Roll call vote – Ayes: Laughlin, Rozinek, Slach, Stoolman, and Thomas. Gingerich and Hansen absent. Motion carried.

Building Permit Discussion/City Administrator Update

Councilman Bobby Sexton addressed the Commission concerning building permit fees. He suggested that the fees for building permits be set so as to encourage development. Commission members expressed support for this proposal. City Administrator Matt Muckler reported that he spoke with the owner of 128 North Poplar concerning a zoning question. The owner has decided not to pursue rezoning at this time. Dave Schechinger informed the Commission that there was no reference in the City Code to requirements for concrete approaches. He reported that homeowner associations may have these requirements in place in West Branch.

Dave Schechinger, Veenstra and Kimm to present recommendations and facilitate discussion of a Site Plan Ordinance

The Commission requested that staff prepare an ordinance that would incorporate portions of the Solon Zoning Code – Parking Regulations (Chapter 169) related to parking and lighting into Chapter 69 (Parking Regulations) of the West Branch Code of Ordinances. The Commission also discussed Solon, Iowa's Site Plan Requirements and asked staff to prepare an ordinance to adopt Solon's site plan ordinance with some changes, most notably that site plans would be required to include existing and proposed utility lines and easements in accordance with Statewide Urban Design and Specifications (SUDAS).

Approve recommendation to the City Council to proceed with a comprehensive plan update facilitated by the East Central Intergovernmental Association

City Administrator Matt Muckler briefed the Commission on a proposal from the East Central Intergovernmental Association to facilitate an update to the West Branch Comprehensive Plan. Motion by Stoolman and second by Slach to recommend to the City Council to proceed with a comprehensive plan update facilitated by the East Central Intergovernmental Association. The motion carried on a voice vote.

NEW BUSINESS:

Commission members discussed potential development in West Branch.

Motion by Thomas and second by Stoolman to adjourn. Meeting adjourned at 7:20 p.m.

PROOF OF PUBLICATION

State of Iowa, Cedar County, ss:

I, Gregory Norfleet, Editor of the West Branch Times, a weekly newspaper of general circulation published at West Branch, in said county, and being duly sworn, do declare and say that a Notice, of which one hereto attached is a copy, was published in said West Branch Times respectively:

12.23.10

Gregory R. Norfleet

Fee: \$ 13.25

Sworn to by said Gregory Norfleet before me and signed by

him in my presence this _____

day of _____, _____

Notary Public

Received of

Dollars

in full on above publication.

12-27
**City of West Branch
Public Notice**

NOTICE OF PUBLIC HEARING

Notice of Public Hearing of the West Branch, Iowa, Planning and Zoning Commission
To: All owners of real estate situated within the corporate limits of the City of West Branch, Iowa, and to Whom It May Concern:

You are hereby notified that the Planning and Zoning Commission of West Branch, Iowa, Cedar County, will conduct a public hearing at the City Office Council Chamber, 110 N. Poplar Street, at 6:00 p.m. on the 6th day of January 2011, at which time and place the commission will consider a request by Bruce Barnhart, owner, to re-zone from R-2 (Two Family Residential) to B-2 (Commercial) the following described parcel of land:

South 89 feet of Lots 72 and 73 and the west 8 feet of the vacated alley adjacent to the south 89 feet of Lot 72 in Block 8, West Branch, Cedar County, Iowa

This is a tract of land south of Main Street west of South 5th Street.

Copies of the requests to re-zone are on file at the City Clerk's Office in West Branch.

Dated this 22nd day of December, 2010.
Matt Muckler, City Administrator/Clerk
City of West Branch, Iowa

Notice of Public Hearing
Notice of Public Hearing of the West Branch, Iowa, Planning and Zoning Commission

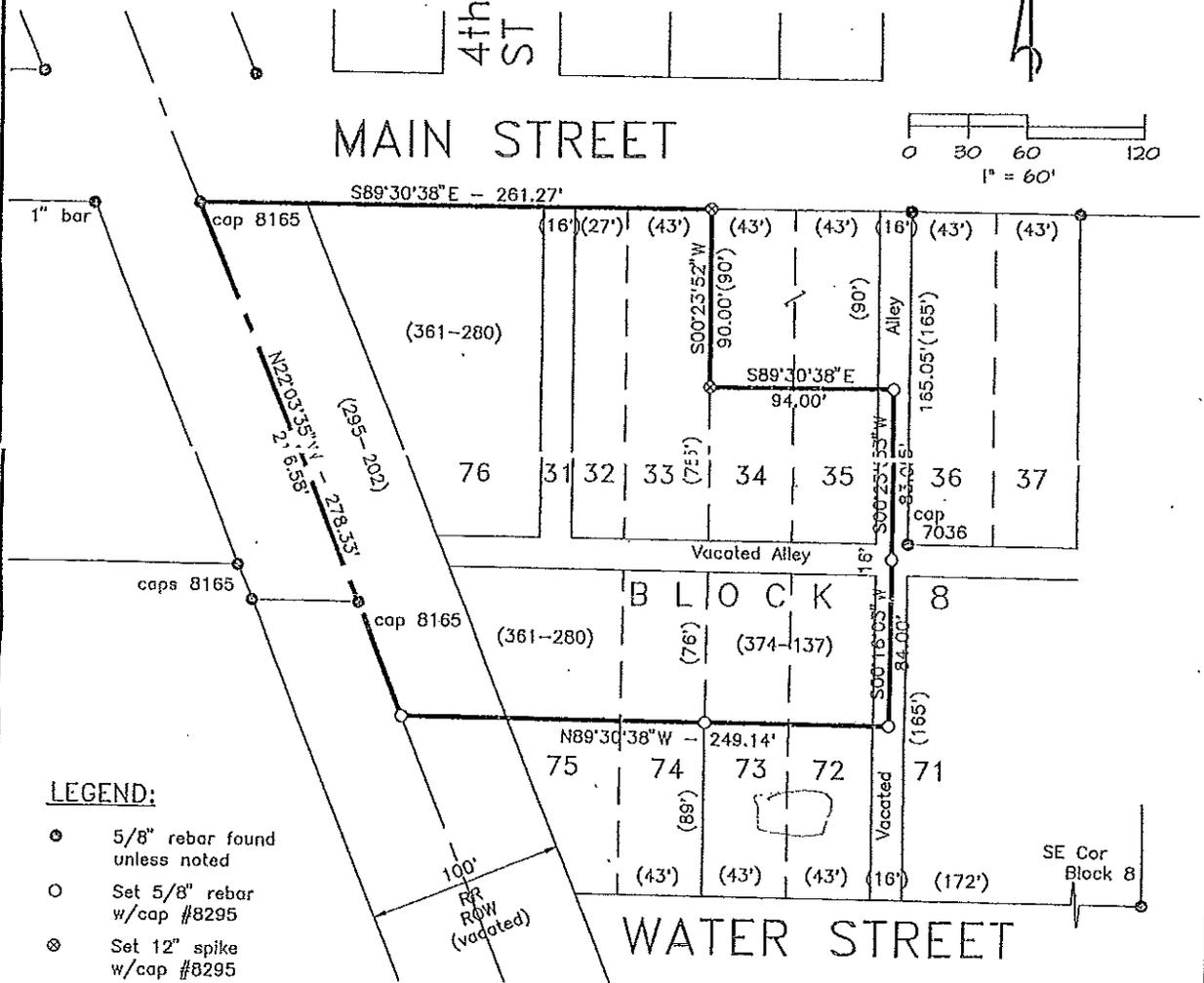
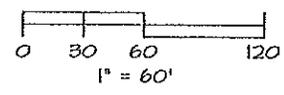
To: All owners of real estate situated within the corporate limits of the City of West Branch, Iowa, and To Whom It May Concern: You are hereby notified that the West Branch City Council of West Branch, Iowa, Cedar County, will conduct a public hearing at the City Office Council Chamber, 110 N. Poplar Street, at 5:45 p.m. on the 18th day of January 2011 to consider a request by Bruce Barnhart, owner, to re-zone from R-2 (Two family Residential) to B-2 (Commercial) the following described parcel of land: South 89 feet of Lots 72 and 73 and the west 8 feet of the vacated alley adjacent to the south 89 feet of Lot 72 in Block 8, West Branch, Cedar County, Iowa. This is a tract of land south of Main Street west of South 5th Street. The City Council is scheduled to take action on this item at the January 18, 2011 6:30 p.m. Council Meeting. Copies of the requests to re-zone are on file at the City Clerk's Office in West Branch. Dated this 12th day of January, 2011.

Matt Mueckler, City Administrator/Clerk
City of West Branch, Iowa

UNRECORDED COPY
 CHARLINE L THUMM, RECORDER
 CEDAR COUNTY IOWA

Prepared by Thomas Anthony, 535 Southgate Ave., Iowa City IA 52240, (319) 354-1984

RETRACEMENT PLAT BLOCK 8 WEST BRANCH IOWA



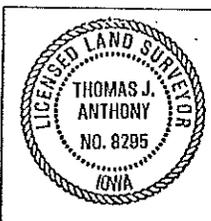
LEGEND:

- ⊙ 5/8" rebar found unless noted
- Set 5/8" rebar w/cap #8295
- ⊗ Set 12" spike w/cap #8295
- () Recorded dimension or Bk - Pg

LEGAL DESCRIPTION

Lot 76, the North 76 feet of Lots 72, 73, 74 and 75, Lots 32 and 33, the South 75 feet of Lots 34 and 35, the west half of the vacated alley lying East of said Lots, all of the vacated E-W alley lying between said Lots and the N-S alley between said Lots 32 and 76 (sometimes shown as Lot 31) all in Block 8, Original Town of Cameron, now West Branch, Iowa, and the easterly 50 feet of the abandoned railroad right of way lying west of said Lots, all as recorded in Books 295 - Pages 202, 361-280 and 374-137, Cedar County Recorder's Office.

For Recorder indexing this survey is also located in the NW1/4, Section 8-79-4 of Springdale Township.
 Proprietor requesting survey: Bruce Barnhart



I hereby certify that this land surveying document was prepared and the related surveying work was performed by me or under my direct personal supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Iowa.
Thomas Anthony July 22, 2009
 Thomas J. Anthony
 License number 8295
 My license renewal date is December 31, 2010.
 Pages or sheets covered by this seal: 1 of 1

CITY OF WEST BRANCH, IOWA

PETITION FOR REZONING

To: The Honorable Mayor, City Council, Planning & Zoning Commission, City Clerk of West Branch, Iowa, 52358

16 copies to be submitted to the City Clerk: 1 – Zoning Administrator; 7 – P&Z Commission; 6 – City Council; 1 – City Clerk; 1 – City Attorney

Filing Fee: \$150

I/We, the undersigned, owner(s) of the property described in paragraph one (1) below, do hereby respectfully petition your Honorable Body to amend the present Zoning Ordinance as hereinafter designated, and in support thereof, the following facts are presented:

1. That the area to be rezoned is contained in the following legal description:

The south 89 feet of Lot 72 and 73
Block 8, West Branch, Cedar County, Iowa.
The West 8 feet of the vacated alley adjacent
to the South 89 feet of Lot 72.

2. General location or street address of property (Attach a map showing the area):

307 Water Street

3. That it is requested and desired that the foregoing property be rezoned from the R-2 Zoning District to the B-2 Zoning District.

4. That the reasons for requesting the change are as follows:

Change of use and to allow for building
expansion.

5. Pursuant to Section 165.23(4), attached hereto is a site plan showing existing and proposed structures, uses, open spaces, facilities for parking and loading and arrangements for pedestrian and vehicular circulation of the area proposed for amendment, as well as the use and zoning classification of abutting properties.
6. The proposed time schedule for the beginning and the completion of the development is as follows:
7. That the undersigned own(s) property within the area which is requested to be rezoned. (Note: If the property is being purchased on contract both sellers and buyers must sign.)
8. That the undersigned have been fully apprised and acquainted with the uses to which the area to be rezoned may be put if the rezoning takes place.

9. That the names and the addresses of owners of property located within two hundred feet (200') of the exterior boundaries of the property for which the change is proposed are:

Name	Address
<u>See Attached.</u>	

10. That I/We understand that it is my/our duty to send, at my/our own cost, notice by regular mail of the date, time and place of the public hearings before the Planning & Zoning Commission and the City Council to the owners of the property specified above, and to file with the City Clerk proof of the mailing of such notice before the public hearings.

Dated this 17th day of December, 2010.


Signature

184-290th St, PO Box 36
West Branch, IA 52358
Address

319-631-1101
Phone

Property owners within 200 feet of property being requested to be re-zoned.

John Proller, 411 E. Main St, West Branch, IA 52358

Josh Whetstine, 421 E. Main St, West Branch, IA 52358

Croell Redi Mix, 2040 Kenwood Ave., New Hampton, IA 50659

Hardknocks Investors, 1433 Plato Road, West Branch, IA 52358

Ellen Wellington, 103 N. 4th St, West Branch, IA 52358

Herbert Ertle, 109 N. 4th St, West Branch, IA 52358

Steve and Janeen Miller, 410 Clark Street, Iowa City, IA 52240

Gerald Monserud, 418 E. Main St, West Branch, IA 52358

Millie Verlo, 424 E. Main St. West Branch, IA 52358

Benjamin Maxson, 432 E. Main St, West Branch, IA 52358

Gary and Pat Robins, 1160 Hiway 6, West Liberty, IA 52776

Roger Larson, 1700 S. 1st Ave, Iowa City, IA 52240

Kevin Gobin, 104 S. 5th St, West Branch, IA 52358

Edward Frauenholtz, 411 Water St, West Branch, IA 52358

Ronald and Dorothy Rood, 423 Water St, West Branch, IA 52358

Peter and Donna Tuttle, 403 Water St, West Branch, IA 52358

Katharine Gaskill, 11 Arbury Ct, Iowa City, IA 52246

Tom Lacina 504 E Main St West Branch, IA 52358

CITY OF WEST BRANCH
COUNCIL ACTION REPORT

MEETING DATE: January 18, 2011

AGENDA ITEM: 6e

DATE PREPARED: January 6, 2011

STAFF LIAISON: Matt Muckler, City Administrator

ACTION TITLE: Approval of initial revenue estimates, general fund salary amounts, and general fund departmental non-salary expenditure amounts.

WORKSHOP SPECIAL CONSENT NON-CONSENT TABLED PUBLIC HEARING

RECOMMENDATIONS:

Approve initial general fund revenue estimate, general fund salary amounts, and general fund departmental non-salary expenditure amounts.

PROJECT DESCRIPTION:

During this first decision-making phase of the budget process, Council would approve an initial general fund revenue estimate, a general fund salary plan, and set general fund departmental non-salary expenditure amounts. After the Council has set these amounts for each department, the director of each department will produce another budget which conforms with the departmental non-salary expenditure amount approved by the Council. This revised budget submission will be reviewed in more detail at a subsequent Council Meeting.

ATTACHMENTS:

- Fiscal Year 2011-2012 General Fund Revenue Estimate
- General Fund Salaries – Fiscal Year 2010-2011
- General Fund Salary Estimates – Fiscal Year 2011-2012
- General Fund Departmental Non-Salary Expenditure Worksheet
- Line Item Budget Worksheets

CURRENT FISCAL YEAR TOTAL COST (as reflected in motion)

BUDGETED UNBUDGETED FISCAL YEAR BUDGET (check one)

Fiscal Year 2011-12 General Fund Revenue Estimate

Property Tax	\$ 742,200	
City-Owned Civic Center Levy	\$ 10,860	
Local Emg Mgmty Com Levy	\$ 5,907	
Emergency Levy	\$ 21,720	
Cable Franchise Fee	\$ 27,100	
Licenses and Permits	\$ 25,000	
Interest	\$ 8,000	Includes beer & liquor, cigarette, building and animal licenses
Rent and Royalties	\$ 2,000	
Snow Plowing	\$ 5,000	Town Hall rent
STEP	\$ 4,500	
Library Reimbursement	\$ 13,000	Rural Library Assistance
Other Library	\$ 7,800	Fines, Misc. revenue, Private contributions, Open access
Fire Trustees	\$ 131,253	
Landfill	\$ 41,300	Recycling contract
Cemetery Lots	\$ 1,000	Sale of lots
Grave Openings	\$ 8,500	
Parks and Rec Fees	\$ 31,860	All Recreation Department activity fees
Donations	\$ 15,000	All departments
Fuel Tax Refund	\$ 3,500	
Fines	\$ 12,500	
Misc. Revenue	\$ 3,500	NSF fees, Garbage tags, other misc.
Total Revenue Estimate	\$ 1,121,500	
Minus Trustees and Parks & Rec	<u>\$ 162,905</u>	
Subtotal 1	\$ 958,595	
Minus FY12 GF Salary Estimate	<u>\$ 436,994</u>	
Non-salary GF expenditures	\$ 521,601	

General Fund Salaries - FY 2010/11

Employee/Dept	Base Salary	% GF	GF Salary	GF OT	GF Subtotal
Matt Muckler	\$ 75,000.00	10.00%	\$ 7,500.00	\$ -	\$ 7,500.00
Dawn Brandt	\$ 40,000.00	100.00%	\$ 40,000.00	\$ 4,000.00	\$ 44,000.00
Ashley B-K	\$ 29,640.00	50.00%	\$ 14,820.00	\$ -	\$ 14,820.00
Admin Subtotal	\$ 144,640.00		\$ 62,320.00	\$ 4,000.00	\$ 66,320.00
David Bloem	\$ 50,569.00	100.00%	\$ 50,569.00	\$ 5,056.90	\$ 55,625.90
John Hanna	\$ 34,465.00	100.00%	\$ 34,465.00	\$ 3,446.50	\$ 37,911.50
Tom Stewart	\$ 31,990.00	100.00%	\$ 31,990.00	\$ 3,199.00	\$ 35,189.00
PD Subtotal	\$ 117,024.00		\$ 117,024.00	\$ 11,702.40	\$ 128,726.40
Dan Karr	\$ 45,552.00	55.00%	\$ 25,053.60	\$ 2,505.36	\$ 27,558.96
Paul O'Neil	\$ 38,251.00	68.00%	\$ 26,010.68	\$ 2,601.07	\$ 28,611.75
Tim Moss	\$ 38,251.00	0.00%	\$ -	\$ -	\$ -
Matt Goodale	\$ 35,360.00	34.00%	\$ 12,022.40	\$ 1,202.24	\$ 13,224.64
PW Subtotal	\$ 157,414.00		\$ 63,086.68	\$ 6,308.67	\$ 69,395.35
Nick Shimmin	\$ 34,649.00	100.00%	\$ 34,649.00	\$ -	\$ 34,649.00
Becky Knoche	\$ 25,392.00	100.00%	\$ 25,392.00	\$ -	\$ 25,392.00
Part Time	\$ 17,646.00	100.00%	\$ 17,646.00	\$ -	\$ 17,646.00
Library Subtotal	\$ 77,687.00		\$ 77,687.00	\$ -	\$ 77,687.00
Melissa Russell	\$ 33,416.00	100.00%	\$ 33,416.00	\$ 3,341.60	\$ 36,757.60
P & R Subtotal	\$ 33,416.00		\$ 33,416.00	\$ 3,341.60	\$ 36,757.60
Totals	\$ 530,181.00		\$ 353,533.68	\$ 25,352.67	\$ 378,886.35

General Fund Salary Estimates - FY 2011/12

Employee/Dept	Base Salary	% GF	GF Salary	GF OT	GF Subtotal	3% (or other)	2012 GF Proposed
Matt Muckler	\$ 75,000.00	35.00%	\$ 26,250.00	\$ -	\$ 26,250.00	\$ 787.50	\$ 27,037.50
Dawn Brandt	\$ 40,000.00	80.00%	\$ 32,000.00	\$ 800.00	\$ 32,800.00	\$ 984.00	\$ 33,784.00
<u>Ashley B-K</u>	\$ 29,640.00	60.00%	\$ 17,784.00	\$ -	\$ 17,784.00	\$ 533.52	\$ 18,317.52
Admin Subtotal	\$ 144,640.00		\$ 76,034.00	\$ 800.00	\$ 76,834.00	\$ 2,305.02	\$ 79,139.02
David Bloem	\$ 52,000.00	100.00%	\$ 52,000.00	\$ 5,200.00	\$ 57,200.00	\$ 1,716.00	\$ 58,916.00
John Hanna	\$ 34,465.00	100.00%	\$ 34,465.00	\$ 3,446.50	\$ 37,911.50	\$ 3,791.15	\$ 41,702.65
<u>Tom Stewart</u>	\$ 32,000.00	100.00%	\$ 32,000.00	\$ 3,200.00	\$ 35,200.00	\$ 3,520.00	\$ 38,720.00
PD Subtotal	\$ 118,465.00		\$ 118,465.00	\$ 11,846.50	\$ 130,311.50	\$ 9,027.15	\$ 139,338.65
Dan Karr	\$ 45,552.00	60.00%	\$ 27,331.20	\$ 2,733.12	\$ 30,064.32	\$ 901.93	\$ 30,966.25
Paul O'Neil	\$ 38,251.00	60.00%	\$ 22,950.60	\$ 2,295.06	\$ 25,245.66	\$ 757.37	\$ 26,003.03
Tim Moss	\$ 38,251.00	50.00%	\$ 19,125.50	\$ 1,912.55	\$ 21,038.05	\$ 631.14	\$ 21,669.19
<u>Matt Goodale</u>	\$ 35,360.00	50.00%	\$ 17,680.00	\$ 1,768.00	\$ 19,448.00	\$ 583.44	\$ 20,031.44
PW Subtotal	\$ 157,414.00		\$ 87,087.30	\$ 8,708.73	\$ 95,796.03	\$ 2,873.88	\$ 98,669.91
Nick Shimmin	\$ 34,649.00	100.00%	\$ 34,649.00	\$ -	\$ 34,649.00	\$ 2,450.00	\$ 37,099.00
Becky Knoche	\$ 25,392.00	100.00%	\$ 25,392.00	\$ -	\$ 25,392.00	\$ 2,608.00	\$ 28,000.00
<u>Part Time</u>	\$ 17,646.00	100.00%	\$ 17,646.00	\$ -	\$ 17,646.00	\$ 962.00	\$ 18,608.00
Library Subtotal	\$ 77,687.00		\$ 77,687.00	\$ -	\$ 77,687.00	\$ 6,020.00	\$ 83,707.00
<u>Melissa Russell</u>	\$ 33,416.00	100.00%	\$ 33,416.00	\$ 1,670.80	\$ 35,086.80	\$ 1,052.60	\$ 36,139.40
P & R Subtotal	\$ 33,416.00		\$ 33,416.00	\$ 1,670.80	\$ 35,086.80	\$ 1,052.60	\$ 36,139.40
Totals	\$ 531,622.00		\$ 392,689.30	\$ 23,026.03	\$ 415,715.33	\$ 21,278.65	\$ 436,993.98

FY 2011-2012 General Fund Non-Salary Expenditure Worksheet

	FY 08 Actual	FY 09 Actual	FY10 Actual	FY11 Budgeted	Director	Administrator	Council
Police Operation	\$72,340.00	\$98,646.00	\$70,847.00	\$60,550.00	\$65,700.00	\$41,840.00	
Fire Operation	\$49,658.00	\$125,797.00	\$236,962.00	\$54,712.00	\$56,497.00	\$56,497.00	
Animal Control	\$2,921.00	\$1,681.00	\$2,100.00	\$2,100.00	\$2,100.00	\$2,100.00	
Roads and Streets	\$96,147.00	\$76,895.00	\$12,956.00	\$11,650.00	\$26,650.00	\$26,650.00	
Street Lighting	\$27,895.00	\$27,385.00	\$31,000.00	\$33,000.00	\$33,000.00	\$33,000.00	
Library	\$43,061.00	\$46,486.00	\$42,763.00	\$40,287.00	\$48,389.00	\$48,389.00	
Parks and Rec	\$11,722.00	\$35,256.00	\$47,710.00	\$47,120.00	\$13,350.00	\$13,350.00	
Cemetery	\$15,051.00	\$16,157.00	\$20,850.00	\$22,300.00	\$22,300.00	\$22,300.00	
Town Hall	\$0.00	\$0.00	\$10,000.00	\$30,700.00	\$11,000.00	\$11,000.00	
Main Street	\$18,632.00	\$23,183.00	\$23,000.00	\$13,000.00	\$15,740.00	\$15,740.00	
Eco Devo	\$8,220.00	\$8,220.00	\$8,650.00	\$8,650.00	\$8,650.00	\$8,650.00	
Mayor and Council	\$292.00	\$227.00	\$600.00	\$200.00	\$200.00	\$200.00	
Clerk and Treasurer	\$91,652.00	\$79,561.00	\$107,025.00	\$99,350.00	\$107,536.00	\$107,536.00	
Legal Services	\$25,230.00	\$17,833.00	\$24,500.00	\$21,500.00	\$36,500.00	\$36,500.00	
Lawsuit	\$0.00	\$0.00	\$18,500.00	\$18,410.00	\$18,410.00	\$18,410.00	
Solid Waste	\$44,757.00	\$48,406.00	\$52,000.00	\$53,000.00	\$53,000.00	\$53,000.00	
Local Cable Access	\$15,722.00	\$6,285.00	\$24,650.00	\$24,650.00	\$24,650.00	\$24,650.00	
Commission	\$863.00	\$586.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
Total	\$524,163.00	\$612,604.00	\$735,113.00	\$542,179.00	\$544,672.00	\$520,812.00	

CITY OF WEST BRANCH
EXPENDITURE REESTIMATE
110 POLICE OPERATION

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
	2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
	2009-2010	YTD ACTUAL					
6010 SALARIES AND WAGES							
1-001-110-6010	120,808	129,000					
	140,499	64,527					
1-111-110-6010	0	24,960		11,150			
	10,080	11,886					
TOTAL SALARIES AND WAGES	120,808	153,960					
	150,579	76,413					
6110 FICA							
1-111-110-6110	0	2,100					
	632	909					
1-112-110-6110	9,144	9,850					
	10,856	4,936					
TOTAL FICA	9,144	11,950					
	11,488	5,845					
6130 IPERS							
1-111-110-6130	0	1,950					
	549	826					
1-112-110-6130	10,100	12,850					
	13,009	6,421					
TOTAL IPERS	10,100	14,800					
	13,558	7,247					
6150 GROUP INSURANCE							
1-111-110-6150	0	4,650					
	13	16					
1-112-110-6150	9,637	14,000					
	12,223	5,736					
TOTAL GROUP INSURANCE	9,637	18,650					
	12,236	5,752					
6160 WORKMENS COMP.							
1-036-110-6160	4,200	4,200					
	9,127	4,144					
6210 DUES, MEMBERSHIP							
1-001-110-6210	2,102	3,000		3,000			
	2,628	1,810					
6230 TRAINING AND EDUCATION							
1-001-110-6230	6,618	2,000		2,000			
	5,382	931					
6240 TRAVEL AND CONFERENCE							
1-001-110-6240	1,159	1,000		1,000			
	2,168	47					
1-111-110-6240	0	1,100					
	0	0					
TOTAL TRAVEL AND CONFERENCE	1,159	2,100					
	2,168	47					
6320 BLDG/GROUNDS OPERATIONS/SUPPLIES							
1-001-110-6320	1,469	800		800			
	1,487	597					
6331 MOTOR OPERATION FUEL							
1-001-110-6331	6,159	11,000		11,000			
	7,231	3,607					
6332 REPAIR/MAINTENANCE-VEHICLES							
1-001-110-6332	2,363	3,000		4,000			
	3,128	2,184					

CITY OF WEST BRANCH
EXPENDITUREREESTIMATE
110 POLICE OPERATION

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
		2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012
		2009-2010	YTD ACTUAL				
63501	REPAIRS-RADIOS						
	1-001-110-63501	1,350	1,000	500			
		284	305				
6371	UTILITY SERVICES/GAS, ELECTRIC						
	1-001-110-6371	1,810	3,000	3,000			
		1,843	940				
6373	TELEPHONE/OPERATIONS						
	1-001-110-6373	5,084	5,000	5,000			
		6,753	3,530				
64081	LIABILITY INSURANCE						
	1-036-110-64081	4,474	8,100				
		1,037	5,508				
6411	LEGAL FEES						
	1-001-110-6411	1,830	5,000	4,000			
		2,327	275				
6414	ADVERTISEMENT & LEGAL PUBLICATIO						
	1-001-110-6414	216	1,000	500			
		399	299				
6415	RENT/LEASES						
	1-001-110-6415	0	1,000	1,000			
		879	0				
6491	RESERVE OFFICERS						
	1-001-110-6491	1,871	1,850	1,850			
		1,331	658				
6498	CONTRACT PAYMENTS						
	1-001-110-6498	1,987	2,700	2,700			
		3,358	2,733				
6504	MINOR EQUIPMENT						
	1-001-110-6504	2,138	1,500	1,000			
		1,091	755				
6506	OFFICE SUPPLIES						
	1-001-110-6506	1,259	1,500	1,000			
		1,643	160				
6508	POSTAGE AND SHIPPING						
	1-001-110-6508	172	200	200			
		69	0				
6510	SAFETY EQUIPMENT						
	1-001-110-6510	4,902	4,000	4,500			
		12,403	0				
6513	AMMUNITION						
	1-001-110-6513	0	3,000	1,500			
		737	1,888				
6521	MOTOR VEHICLE MAINT. SUPPLIES						
	1-001-110-6521	976	1,000	1,000			
		560	13				
6529	UNIFORMS						
	1-001-110-6529	3,893	2,000	1,000			
		3,536	1,476				
6597	REFUNDS						
	1-111-110-6597	0	0				
		0	35,334				

CITY OF WEST BRANCH
EXPENDITUREREESTIMATE
110 POLICE OPERATION

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
		2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012
	2009-2010	YTD ACTUAL					
6599 MISC. SUPPLIES							
1-001-110-6599	8,718	2,000		2,000			
	6,094	540					
6711 VEHICLE INSTALLATION LIGHT BAR							
1-001-110-6711	0	0		0			
	0	0					
6725 OFFICE EQUIPMENT							
1-001-110-6725	2,989	2,000		1,000			
	4,932	1,200					
6727 EQUIPMENT							
1-001-110-6727	39,581	2,000		1,000			
	0	885					
1-111-110-6727	0	0					
	73,998	5,189					
TOTAL EQUIPMENT	39,581	2,000					
	73,998	6,074					
6729 RADIO UPGRADE							
1-001-110-6729	0	0		0			
	0	0					
6790 CAPITAL EQUIPMENT							
1-001-110-6790	0	0		0			
	0	0					
TOTAL POLICE OPERATION	257,008	273,310		65,700			
	342,282	170,265					

West Branch Police Expenditure break down per line item.

Support Salary

Continue Gina's Employment till the end of the fiscal year 2011/2012. Estimated \$11,150.00

	BUDGETED 2010/2011FY	REQUEST FOR 2011/2012FY
<u>6210 Dues, Memberships</u>	\$3,000.00	\$3,000.00
Paid to the Disaster Services Assessment Cedar Co. Aud.		
<u>6230 Training and Education</u>	\$2,000.00	\$2,000.00
This line item is used to pay for required 12 hours of training per Iowa Law. Training to include specialty training for certain areas of the field, updates on law, investigations, instructor classes and any and all education needed for better the officers we currently have.		
<u>6240 Travel and Conference</u>	\$1,000.00	\$1,000.00
Pays for meals, hotels, conferences, travel		
<u>6320 Building grounds Operational Supplies</u>	\$800.00	\$ 800.00
This line item pays the cleaning and maintenance of the police side of the building and includes the cleaning of the bathrooms accessible to the public.		
<u>6331 Fuel</u>	\$11,000.00	\$11,000.00
<u>6332 Vehicle Repairs</u>	\$3,000.00	\$4,000.00**
Currently we are overspent on repairs for this line item. One vehicle is over 5 years old and the other we are told not to operate per order of the mayor.		
<u>63501 Radio Repairs</u>	\$1,000.00	\$ 500.
<u>6371 Utilities, Gas, Electric</u>	\$3,000.00	\$3,000.00

BUDGETED 2010/2011FY

REQUEST FOR 2011/2012FY

6373 Telephones

\$5,000.00

\$5,000.00

We are paying for a 2 land lines, one that goes to the Cedar County Sheriff's Office because we do not have 24hour dispatch, and the other land line we use at the police department.

We currently have three cell phones provided to each officer who receives calls from public as well as keeping in communication with each other while working. We have three cell phone cards that are used in each computer when the officer is working so the computer is connected to the internet via air waves. We then use the computers in the cars to enter information, access the FOX MESSANGER which is the state side we use for running registration checks, license checks, background checks, warrants, criminal histories, and other programs via internet, ie State Code. Our server is used to store all our information as well as retrieve information on people which is access able via the internet, a valuable tool for police when conducting investigations.

6411 Legal Fees

\$5,000.00

\$4,000.00

6414 Advertisements

\$1,000.00

\$ 500.00

Publications for schools, advertisements for abandon vehicles and property, recovered property

6415 Rents and Leases

\$1,000.00

\$1,000.00

6491 Reserve Officers

\$1,850.00

\$1,850.00

This line item pays for training which is required per officer certification per Iowa Code and Iowa Law Enforcement Academy, uniforms. See attached sheet from Matt Muckler on the cost and benefit of having the reserve program.

6498 Contract Payments

\$2,700.00

\$2,700.00

This line item pays for a membership for each officer to qualify at the West Liberty Gun Club. Membership for one year is \$100.00 X 6. Also, pays for a year of contract payment to the access to the State data base where we can assess registrations, driver license, criminal history, warrants, no contact orders, etc. cost \$1,800.00, Also, to certify radars, Lidar with Midwest Radar Company cost around \$400.00. This line item is also used for technical services like computer and server maintenance work.

6504 Minor Equipment

\$1,500.00

\$1,000.00

This line item is used to repair smaller equipment ie, guns, preliminary breath testers, traffic tickets, warning tickets, repair of batteries for equipment ie, cameras, PBTs, flashlights, tint machine, etc. gun cleaning supplies and replacement of equipment that is worn or needs replacing due to use.

	BUDGETED 2010/2011FY	REQUEST FOR 2011/2012FY
<u>6506 Office Supplies</u>	\$1,500.00	\$1,000.00

This line item would replace ink in printers, paper, file folders, office supplies paper clips, pens, pencils, staples etc, DVDs, CDs, VHS and other devices used to make copies of electronic devices for court and defense attorney's. We attempt to get reimbursement from attorney's.

<u>6508 Postage and Shipping</u>	\$ 200.00	\$ 200.00
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Pays for certified mail, and other mailing to people for delinquent parking tickets, mailing to the Division of Criminal investigation and the State of Iowa and our Uniform Crime Reporting done quarterly.

<u>6510 Safety Equipment</u>	\$4,500.00	\$4,500.00
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This line item pays for equipment received from the Special Traffic Enforcement Program contract we have with the State of Iowa and the Governor's Traffic Safety Bureau. We receive a \$4,500.00 check from the federal government for participating in this program.

<u>6513 Ammunition</u>	\$3,000.00	\$1,500.00
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Pays for duty ammunition which consists of; .40 caliber and .45 caliber. Replacement of duty shotgun rounds. The cost of practice ammunition for .40, .45, 12gauge, .223 cal.

<u>6521 Motor Vehicle Maintenance and Supplies</u>	\$1,000.00	\$1,000.00
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Pays for the up keep of the vehicles including routine oil changes, tires if needed, cleaning supplies and other supplies needed to keep the vehicle in working order.

<u>6529 Uniforms</u>	\$2,000.00	\$1,000.00
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Pays for the officers uniforms giving the officers a \$350.00 uniform allowance to replace worn out, damaged uniforms.

<u>6599 Misc. Supplies</u>	\$2,000.00	\$2,000.00
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Purchase of pencils for kids for school opener, Halloween treats, children's safety equipment during Halloween, Christmas treats for kids, toilet paper, paper towels, soap, confidential informant payments for tobacco compliance checks, cleaning supplies, bike helmets for bike rodeos, replacement of evidence collection like fingerprint cards, lifting tape, fingerprint powder, fingerprint ink, castings and molds, evidence collection bags, evidence tape.

<u>6725 Office Equipment</u>	\$2,000.00	\$1,000.00
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We are currently in the need of a good color printer for printing off color photos and our existing copy machine needs some work. I consist of the original copy machine the front office had when they were at the north end of the fire station. I have contacted the company for maintenance and they do not service that old of a machine. Will need to replace or contract out for a new copy machine or purchase one. We will need to replace two office chairs the base has broke and in operable.

6727 Equipment

\$2,000.00

\$1,000.00

I need to purchase one and replace another measuring wheel for both vehicles. These are used during accidents and crime scene measurements. We need to purchase as well some 100' measuring tapes for indoor crime scenes. We are in need of a fingerprinting station which we currently perform fingerprinting on a note book on a desk with an old ink pad. This is very uncomfortable for the person being fingerprinted as well as the officer having to bend over for a long period of time to get the fingerprints. We currently charge \$15.00 per print. We do quite a few throughout the year.

BUDGETED 2010/2011FY

REQUEST FOR 2011/2012FY

Totals for operational Expenses ONLY

Salary and Liability Removed

\$60,550.00

\$54,550.00

West Branch Police Reserve Officer Expense per Year

Uniforms

1) Pair of class A uniform pants	\$65.00
1) Pair of BDU pants	\$39.00
1 Pair Short Sleeve Shirt	\$45.00
1) Pair Long Sleeve Shirt	\$55.00
1) Gray Polo Shirt	\$29.00

The cost of the uniforms are a onetime cost and not replaced unless damaged or worn out.

Total \$233.00

Training

There are 7 modules and each cost from \$55.00

Total \$385.00

Ammunition

Duty Ammo 50 rounds	\$25.00
Ammunition used to qualify for handgun	\$ 45.00
Ammunition used to qualify for shotgun	\$12.00
Ammunition used to qualify with .223	\$20.00
Ammunition used to be certified to carry firearm 1 time cost	\$325.00

Total \$450.00

Misc.

Name tag	\$9.50
Chemical spray if qualified	\$30.00
Salary	\$ 1.00

Total \$39.50

Total expense for one officer from sworn in to certified	\$1,008.50
Total expense for each Reserve Officer per year after certified	\$ 108.00

Benefit to having Reserve Officers

If they work a minimum of 15 required hours per month/year	\$2,700.00
Total hours reserves worked for 2010- 828.25 hours	\$12,420.00

This amount was obtained by multiplying the hours worked by what the City of West Branch pays a part time officer to work at a rate of \$15.00/hour. Reserve officers work with full time officers and sometime alone covering the shift for the fulltime officers.

The reserve force we have is beneficial in many ways.

1. They are used to cover parades, school sport games, proms, other school functions, Hometown/Hooverdays and races from foot to bikes. They participate in community projects like Bike Rodeos, Fingerprinting, and Cub Scouts.
2. If you ask the other officers as well as me, I will say that the reserve officers also cover shifts and take calls for us when an officer takes time off. So, when the officers take time off, and a reserve officer covers that shift, the city is saving call out time as well at a rate as high as \$37.00/hr.
3. This one is in my eye the most beneficial, if I am on call and a reserve officer covers a shift that has been taken off by another full time officer, I can relax and not worry about if I am going to be called out at any minute for an emergency. I know the reserve officer is working the shift and taking calls. You cannot put a price on this relief.

So, to compare the positives to negatives with the West Branch Police Reserves

First 18 months	\$1008.50 negative
Yearly cost	\$108.00 negative per Reserve Officer
Minimum return per year	\$2,700.00 positive per Reserve Officer

Current budget for the Police Reserve Unit is \$1850.00 to cover all Reserve Officers.

CITY OF WEST BRANCH
EXPENDITUREREESTIMATE
150 FIRE OPERATION

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
		2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012
	2009-2010	YTD ACTUAL					
6150 GROUP INSURANCE							
1-112-150-6150	80	100					
	80	25					
6160 WORKMENS COMP.							
1-036-150-6160	2,700	3,000					
	2,824	3,008					
6210 DUES, MEMBERSHIP							
1-001-150-6210	2,462	3,000		4,000			
	2,973	3,778					
6230 TRAINING AND EDUCATION							
1-001-150-6230	6,397	6,000		7,000			
	5,708	786					
6310 BUILDING MAINTENANCE							
1-001-150-6310	5,007	5,000		5,000			
	3,956	413					
6331 MOTOR OPERATION FUEL							
1-001-150-6331	11,037	10,000		12,000			
	9,890	3,788					
6332 REPAIR/MAINTENANCE-VEHICLES							
1-001-150-6332	14,099	12,000		12,000			
	11,754	6,276					
63501 REPAIRS-RADIOS							
1-001-150-63501	4,519	5,000		6,000			
	8,917	1,118					
6371 UTILITY SERVICES/GAS, ELECTRIC							
1-001-150-6371	5,553	6,000		8,000			
	5,528	2,854					
6373 TELEPHONE/OPERATIONS							
1-001-150-6373	2,039	2,500		2,500			
	1,903	951					
64081 LIABILITY INSURANCE							
1-036-150-64081	14,270	14,500					
	11,753	12,130					
6441 FIRE PREVENTION							
1-001-150-6441	331	750		750			
	675	478					
6498 CONTRACT PAYMENTS							
1-001-150-6498	29,900	30,000		30,000			
	28,186	25,246					
6504 MINOR EQUIPMENT							
1-001-150-6504	4,897	6,000		6,000			
	2,075	0					
6506 OFFICE SUPPLIES							
1-001-150-6506	0	1,000		1,500			
	0	492					
6510 SAFETY EQUIPMENT							
1-001-150-6510	0	6,000		2,500			
	0	0					
6514 MEDICAL SUPPLIES							
1-001-150-6514	0	500		2,500			
	0	29					

CITY OF WEST BRANCH
 EXPENDITURE REESTIMATE
 150 FIRE OPERATION

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
	2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
	2009-2010	YTD ACTUAL					
6529 UNIFORMS							
1-001-150-6529	0	3,000		6,000			
	0	0					
6599 MISC. SUPPLIES							
1-001-150-6599	15,555	2,000		2,000			
	13,759	273					
6723 EQUIPMENT SET ASIDE							
1-001-150-6723	0	0		0			
	0	0					
6727 EQUIPMENT							
1-001-150-6727	137,248	80,000		80,000			
	247,244	525					
6750 BUILDING/SET ASIDE							
1-001-150-6750	0	0		0			
	14,500	0					
TOTAL FIRE OPERATION	256,095	196,350		187,750			
	371,726	62,170		- 131,253			
				<u>56,497</u>			

West Branch Fire Department Budget		2008-09		2009-10		2010-11		2011-12	
Expenditures-Year Ending		Budgeted	Budgeted	Budgeted	Budgeted	Budgeted	Budgeted	Budgeted	Budgeted
6210 Dues, Membership		4000	3000	3000	3000	3000	4,000		
6230 Training/Education		5000	5000	5000	6000	6000	7,000		
6310 Building Maintenance		5000	5000	5000	5000	5000	5,000		
6331 Motor Operation Fuel		9000	10,000	10,000	10,000	10,000	12,000		
6332 Repair/ Maint. Vehicles		10,000	10,000	10,000	12,000	12,000	12,000		
63501 Repairs of Radios		3000	4000	4000	5000	5000	6,000		
6371 Utility Services Gas/Electric		7500	6000	6000	6000	6000	8,000		
6373 Telephone Operations		2500	2500	2500	2500	2500	2,500		
6441 Fire Prevention		211	500	500	750	750	750		
6498 Contract Payments/Payroll		32,500	30,000	30,000	30,000	30,000	30,000		
6504 Minor Equipment		6000	6000	6000	6000	6000	6,000		
6599 Misc. Supplies		13,500	13,500	13,500	12,500	12,500	2,000		
6727 Equipment		10,600	100000	80000	80000	80,000	80,000		
6750 Building Set Aside		0	8000	0	0	0	0		
6506 Office Supplies							1,500		
6510 Safety Equipment							2,500		
6514 Medical Supplies							2,500		
6529 Uniforms- Gear							6,000		
TOTAL FIRE OPERATION		204211	195500	195500	178750	178750	187,750		
Income									
Scott		53177	54153	59026	59026	59026	62,244		
Graham		14803	15279	15570	15570	15570	16,879		
Springdale		18749	20017	20406	20406	20406	21,456		
Iowa		5163	5588	5628	5628	5628	5,910		
Gower		18544	19624	20208	20208	20208	21,438		
Cass		2811	3007	3128	3128	3128	3,336		
SUBTOTAL		113247	117668	124038	124038	124038	131,253		
City of West Branch		90964	77832	72212	72212	72212	56,497		
TOTAL REVENUE		204211	195500	196250	196250	196250	187,750		
Workmans Comp/Insurances		18500	18500	17500	17500	17500	16,500		
TOTAL CITY OF WEST BRANCH		109464	96332	72212	72212	72,997			

Fire Dept. Equipment Replacement Schedule						
Year	Beg. Balance	Add to Cap.	Capital Balance	Projected Cost	Equipment	Ending Balance
2009-10						
2010-11						6,000
2011-12	6,000	80,000	86,000	55,000	Suburban	310,000
2012-13	31,000	80,000	111,000	65,000	Airpaks	46,000
2013-14	46,000	100,000	146,000			146,000
2014-15	146,000	100,000	246,000	200,000	Med Truck and Jaws	46,000
2015-16	46,000	100,000	146,000			146,000
2016-17	146,000	100,000	246,000			246,000
2017-18	246,000	100,000	346,000			346,000
2018-19	346,000	100,000	446,000	484,000	191 Pumper	-38,000
2019-20						
2020-21						
2021-22						
2022-23				450,000	192 Pumper	

CITY OF WEST BRANCH
EXPENDITURE REESTIMATE
190 ANIMAL CONTROL

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
	2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
	2009-2010	YTD ACTUAL					
6490	CONSULTANT AND PROF. FEES						
	1-001-190-6490	0	0	0			
		0	0				
6498	CONTRACT PAYMENTS						
	1-001-190-6498	897	1,800	1,800			
		1,826	645				
6510	SAFETY EQUIPMENT						
	1-001-190-6510	578	100	100			
		106	0				
6599	MISC. SUPPLIES						
	1-001-190-6599	206	200	200			
		239	138				
TOTAL	ANIMAL CONTROL	1,682	2,100	2,100			
		2,171	783				

210 ROADS AND STREETS

FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
		2010-2011	2011-2012	2011-2012	2011-2012	
2008-2009	BUDGETED					
2009-2010	YTD ACTUAL					
6723	EQUIPMENT SET ASIDE					
	2-110-210-6723	0	0	15,000		(General Fund Share of Replacement of 1994 F-150.)
6724	CAPITAL EQUIP./SNOW PLOW					
	2-110-210-6724	0	0			
6727	EQUIPMENT					
	2-110-210-6727	0	2,000			
		0	597			
6761	CAPITAL IMPROVEMENT STREETS					
	2-001-210-6761	19,000	11,650	11,650		
		9,556	8,594			
	2-110-210-6761	257,039	28,028			
		90,946	29,189			
TOTAL	CAPITAL IMPROVEMENT STREETS	276,039	39,678			
		100,502	37,783			
6801	PRINCIPAL					
	2-110-210-6801	0	55,550			
		0	25,539			
6851	INTEREST/COUPONS					
	2-110-210-6851	0	5,430			
		0	5,411			
TOTAL	ROADS AND STREETS	520,211	373,168	26,650		
		343,599	214,194			

CITY OF WEST BRANCH
 EXPENDITURE REESTIMATE
 230 STREET LIGHTING

		FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
		2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
		2009-2010	YTD ACTUAL					
6371	UTILITY SERVICES/GAS, ELECTRIC							
	2-001-230-6371	27,385	33,000		<u>33,000</u>			
		30,011	13,795					

CITY OF WEST BRANCH
EXPENDITURE REESTIMATE
410 LIBRARY

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
	2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
	2009-2010	YTD ACTUAL					
6010 SALARIES AND WAGES							
4-031-410-6010	74,227	78,303					
	78,622	35,808					
6110 FICA							
4-112-410-6110	5,679	6,500					
	5,992	2,616					
6130 IPERS							
4-112-410-6130	4,713	5,800					
	5,228	2,489					
6150 GROUP INSURANCE							
4-112-410-6150	7,728	9,300					
	8,426	5,274					
6160 WORKMENS COMP.							
4-036-410-6160	350	200					
	166	199					
6210 DUES, MEMBERSHIP							
4-031-410-6210	210	250		120			
	250	0					
6230 TRAINING AND EDUCATION							
4-031-410-6230	85	420		200			
	55	15					
6240 TRAVEL AND CONFERENCE							
4-031-410-6240	303	200		100			
	292	180					
6310 BUILDING MAINTENANCE							
4-031-410-6310	4,412	2,316		3,046			
	2,537	8,900					
6320 BLDG/GROUNDS OPERATIONS/SUPPLIES							
4-031-410-6320	566	700		800			
	774	358					
6371 UTILITY SERVICES/GAS, ELECTRIC							
4-031-410-6371	4,331	5,500		5,500			
	4,585	2,756					
6373 TELEPHONE/OPERATIONS							
4-031-410-6373	2,201	2,340		2,300			
	2,288	1,137					
64081 LIABILITY INSURANCE							
4-036-410-64081	0	1,800					
	1,500	1,650					
6414 ADVERTISEMENT & LEGAL PUBLICATIO							
4-031-410-6414	753	160		600			
	584	140					
6419 TECHNOLOGY SERVICES							
4-031-410-6419	0	500		1,000			
	0	46					
6498 CONTRACT PAYMENTS							
4-031-410-6498	985	951		2,091			
	944	15,301					
6506 OFFICE SUPPLIES							
4-031-410-6506	1,369	1,500		1,500			
	1,643	527					

CITY OF WEST BRANCH
EXPENDITURE REESTIMATE
410 LIBRARY

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
	2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
	2009-2010	YTD ACTUAL					
6508 POSTAGE AND SHIPPING							
4-031-410-6508	3,945	3,700		3,700			
	3,696	1,918					
6599 MISC. SUPPLIES							
4-031-410-6599	1,966	1,250		1,500			
	1,193	664					
6725 OFFICE EQUIPMENT							
4-031-410-6725	5,560	2,248		2,332			
	2,097	3,505					
6770 COLLECTIONS							
4-031-410-6770	19,800	18,252		23,600			
	19,850	8,992					
TOTAL LIBRARY	139,184	142,190		48,389			
	140,723	92,475					

	Expenditures FY2011 Budget \$	Expenditures FY2012 (proposed) Budget \$
Type		
Salaries	\$ 78,303.00	\$86,254.60
FICA	\$ 6,500.00	\$6,598.48
IPERS	\$ 5,800.00	\$6,960.75
Group Insurance	\$ 9,300.00	\$9,300.00
Workman's Comp	\$ 200.00	\$500.00
Dues/Memberships	\$ 250.00	\$120.00
Training/Education	\$ 420.00	\$200.00
Travel/Conference	\$ 200.00	\$100.00
Building Maintenance	\$ 2,316.00	\$3,046.00
Building Supplies	\$ 700.00	\$800.00
Utilities	\$ 5,500.00	\$5,500.00
Telephone	\$ 2,340.00	\$2,300.00
Liability Insurance	\$ 1,800.00	\$1,800.00
Advertisement/Legal	\$ 160.00	\$600.00
Technology Services	\$ 500.00	\$1,000.00
Contract Payments	\$ 951.00	\$2,091.00
Office Supplies	\$ 1,500.00	\$1,500.00
Postage and Shipping	\$ 3,700.00	\$3,700.00
Programs	\$ 1,250.00	\$1,500.00
Office Equipment	\$ 2,248.00	\$2,332.00
Materials	\$ 18,252.00	\$23,600.00
Library Account Spending	\$ 118,590.00	\$ 134,643.60
Library Total Expenditures	\$ 142,190.00	\$ 159,802.82

Outlined in Salaries sheet
7.65% of Salaries
8.07% of Salaries
Per Clerk's estimates
Per Clerk's estimates
\$65 for Director's ILA fee, \$55 for YL/AD ILA fee
Estimated from Current FY, FY2010, and FY2009
Estimated from Current FY, FY2010, and FY2009
Outlined in Building Maintenance sheet
Estimated from Current FY
Estimated from current FY and FY2010 – FY2011 estimate is \$5,200
Estimate from current spending in FY2011 and past spending in FY2010 and FY2009
Per Clerk's estimates
Outlined in Advertisement/Legal sheet
Estimated from current FY and FY2010
Outlined in Contract Payments sheet
Estimate from current spending in FY2011 and past spending in FY2010 and FY2009
Estimated from current FY and FY2010
Increase for increased attendance
Outlined in Office Equipment Sheet
Based on 15% of total

	Income FY2011 (proposed) Budget \$	Income FY2012 (proposed) Budget \$
General Property Tax	\$ 96,430.00	\$114,245.60
Interest Income	\$ -	\$ -
Rural Library Assistance	\$12,960.00	\$12,598.00
State Library Funding	\$3,500.00	\$3,700.00
Private Contributions	\$1,000.00	\$500.00
Fines	\$1,200.00	\$1,600.00
Copy, Print, Faxing	\$3,500.00	\$2,000.00
Transfer	\$ -	\$ -
Krouth Transfers	\$ -	\$ -
Library Total Income	\$ 118,590.00	\$ 134,643.60

Employee	Position	Salaries			Hours per week (as of 11/1/2010)	Current Pay Rate	Current Pay	Current Yearly Pay (as of 11/1/2010)	Proposed Change	Salary Estimate FY2010
		Pay Rate	Pay Rate	Pay Rate						
Tom Johnson	Custodian	\$	9.36	Hourly	7	\$3,407.04	3.00%	\$3,509.25		
Alison Andrews	Clerk	\$	8.57	Hourly	16	\$7,130.24	\$0.50	\$7,546.24		
Barb Wargo	Clerk	\$	8.48	Hourly	9	\$3,968.64	\$0.50	\$4,202.64		
Claudia Wallick	Clerk	\$	8.95	Hourly	12	\$5,584.80	\$0.50	\$5,896.80		
Becky Knoche	Children's Librarian / Assistant Director	\$	25,392.00	Salary	40	\$25,392.00	9.31%	\$28,000.00		
Nick Shimmin	Director	\$	34,649.50	Salary	40	\$34,649.50	6.60%	\$37,099.67		
Total						\$80,132.22	7.64%	\$86,254.60		

Building Maintenance Item	Cost
Simplex/Grinnell Annual Service Contract	\$711
General Pest Control (\$70 bimonthly)	\$420
Iowa Fire Equipment (extinguisher inspection)	\$65
Carpet Cleaning	\$650
Unexpected Maintenance	\$1,200 - increased some due to estimated expenditures in FY2010
Total	\$3,046

Advertisement/Legal

Items	Cost	Description
Business Ad	\$440	Ad for inclusion in the business directory
Holiday Ad	\$28	Annual christmas ad
Back to School Ad	\$56	Annual back-to-school ad
Additional Advertising	\$76	Other additional ads as needed (typically help-wanted ads)
Total	\$600	

Contract Payments

Items	Cost	Description
Biblionix automation subscription	\$2,000	
Ebscohost Service Renewal	\$91	
Total	\$2,091	

Office Equipment

Items	Cost	Description
Lease Consultants (copier lease)	\$792	- \$66 per month
Cedar Rapids Photo Copy (copier)	\$1,500	- Estimated annual use from previous figures
Centurion Systems	\$40	- Cornerstone/Smart Shield service renewal
Total	\$2,332	

Collection

Items	Cost	Description
Magazines	\$920	- annual subscriptions - all magazines
Booklist	\$95	- annual subscription - item reviews
Tipton Conservative	\$32	- annual subscription
West Branch Times	\$29	- annual subscription
Iowa City Press Citizen	\$157	- annual subscription
Cedar Rapids Gazette	\$237	- annual subscription
USA Today	\$195	- annual subscription
NEIBORS	\$300	- downloadable audio book service - \$25 monthly
Tumblebooks	\$200	- online childrens book service
Books/Movies/CDs	\$19,164	- approximately \$1600 per month
Total	\$21,329	

CITY OF WEST BRANCH
EXPENDITURE REESTIMATE
430 PARK AND RECREATION

		<i>Revenue</i>					
FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%	
2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012		
2009-2010	YTD ACTUAL						
6010	SALARIES AND WAGES						
	4-001-430-6010	32,046	36,800				
		34,835	16,578				
6110	FICA						
	4-112-430-6110	2,383	2,600				
		2,527	1,205				
6130	IPERS						
	4-112-430-6130	1,978	2,600				
		2,302	1,152				
6150	GROUP INSURANCE						
	4-112-430-6150	4,163	4,650				
		4,067	1,904				
6160	WORKMENS COMP.						
	4-036-430-6160	250	200				
		444	187				
6210	DUES, MEMBERSHIP						
	4-001-430-6210	0	50	300	0		
		130	0				
6240	TRAVEL AND CONFERENCE						
	4-001-430-6240	0	0	0	0		
		0	0				
6310	BUILDING MAINTENANCE						
	4-001-430-6310	5,392	4,000	0	0		
		2,377	713				
6320	BLDG/GROUNDS OPERATIONS/SUPPLIES						
	4-001-430-6320	2,491	2,000	1,300	0		
		2,532	350				
6371	UTILITY SERVICES/GAS, ELECTRIC						
	4-001-430-6371	8,113	9,500	600	0		
		9,673	4,506				
6373	TELEPHONE/OPERATIONS						
	4-001-430-6373	1,484	3,000	2,000	0		
		2,170	897				
64081	LIABILITY INSURANCE						
	4-036-430-64081	1,478	2,200				
		1,500	2,150				
6409	JANITORIAL EXPENSE						
	4-001-430-6409	0	5,500	0	0		
		0	1,795				
6498	CONTRACT PAYMENTS						
	4-001-430-6498	4,953	3,400	10,900	10,400		
		8,443	1,341				
6501	CHEMICALS						
	4-001-430-6501	0	0	0	0		
		1,499	0				
6504	MINOR EQUIPMENT						
	4-001-430-6504	1,223	0	500	0		
		100	304				
6506	OFFICE SUPPLIES						
	4-001-430-6506	1,175	500	500	0		
		542	194				

CITY OF WEST BRANCH
EXPENDITURE REESTIMATE
430 PARK AND RECREATION

Revenue

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
		BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
	2008-2009						
	2009-2010	YTD ACTUAL					
6508 POSTAGE AND SHIPPING							
4-001-430-6508	0	100		250	0		
	120	0					
6520 RECREATION SUPPLIES							
4-001-430-6520	2,305	3,700		11,155	9,225		
	4,327	4,457					
6522 SWIMMING							
4-001-430-6522	1,767	3,700		1,800	400		
	4,190	1,376					
6523 ADULT SPORTS							
4-001-430-6523	52	770		990	1,125		
	0	790					
6525 YOUTH SPORTS							
4-001-430-6525	3,216	1,900		3,990	6,135		
	4,222	2,604					
6529 UNIFORMS							
4-001-430-6529	467	0		0	0		
	389	0					
6599 MISC. SUPPLIES							
4-001-430-6599	454	500		0	0		
	165	100					
6727 EQUIPMENT							
4-001-430-6727	0	4,500		0	0		
	3,973	84					
6728 SET ASIDE							
4-001-430-6728	59	0		0	0		
	0	0					
6792 CAPITAL IMPROVEMENTS							
4-001-430-6792	1,596	3,500		5,000	0		
	2,648	863					
6798 TEEN ACTIVITIES							
4-001-430-6798	568	500		5,925	4,575		
	460	163					
TOTAL PARK AND RECREATION	77,612	96,170		45,210	31,860		
	93,635	43,713					

- 31,860 (Revenue)

\$ 13,350 General Fund

		General Fund Request	Expenditures	Revenue	Revenue Detail
Salaries and Wages					
4-001-430-6010					
FICA					
4-112-430-6130					
IPERS					
4-112-430-6130					
Group Insurance					
4-112-430-6150					
Workmen's Comp					
4-036-430-6160					
Dues, Memberships, Training					
4-001-430-430-6210		\$300.00			
Building Maintenance					
4-001-430-6310		\$0.00			
	Misc.				
	Pest Control				
	Boiler Inspection				
	Roof				
Building Grounds/Supplies					
4-001-430-6320		\$1,300.00			
	Miscellaneous		\$500.00		
	Soccer Field Treatment		\$800.00		
	Soccer Field Paint		\$0.00		
	Cookson Cleaning Supplies		\$0.00		
Utility Services/Gas, Electric					
4-001-430-6371		\$600.00			
	Beranek Park		\$600.00		
Telephone					
4-001-430-6373		\$2,000.00			
Liability Insurance					
4-036-430-64081		\$2,200.00			
Data Processing					
4-001-430-6419		\$0.00			
Contract Payments					
4-001-430-6498		\$10,900.00		\$10,400.00	
	Cookson/Town Hall Cleaning		\$0.00		
	Elevator Contract		\$0.00		
	Misc.		\$0.00		
	Pest Control		\$0.00		
	Fitness instructor(\$100 a class for 104 classes)		\$10,400.00		\$10,400.00
	Movie License		\$500.00		
Chemicals					
4-001-430-6501		\$0.00		\$0.00	

Minor Equipment					
4-001-430-6504		\$500.00		\$0.00	
	Fitness equipment		\$250.00		
	Misc		\$250.00		
Office Supplies					
4-001-430-6506		\$500.00		\$0.00	
Postage					
4-001-430-6508		\$250.00		\$0.00	
Recreation Supplies					
4-001-430-6520		\$11,155.00		\$9,225.00	
	Easter Egg Hunt		\$600.00		
	Christmas Past		\$400.00		
	Scarecrow Festival		\$200.00		
	Hometown Days		\$0.00		
	Senior Foliage trip(Based on 30 participants paying \$30 a piece)				\$900.00
	Bus		\$500.00		
	Admission		\$500.00		
	Preschool Playgroups		\$500.00		
	Afterschool /summer camp (based on \$85 a day with 50 total participants)				\$4,250.00
	Shirts		\$500.00		
	Intern		\$800.00		
	Activities(Movie and Swimming \$500, Putnam and Zoo \$400, Rive Museum and Mines of Spain \$400 Misc. Activities)		\$800.00		
	Day Camp trips-Coralville, Tipton, Kent Park		\$1,000.00		
	Day Camp -Quad Cities, Dubuque		\$1,000.00		
	Cubs Bus Trip (based on 45 with a \$50 fee per participant)				\$2,250.00
	Admission		\$1,125.00		
	Bus		\$1,580.00		
	Bingo/Trivia/Game night		\$200.00		\$375.00
	Frosty Frenzy				\$1,450.00
	Shirts		\$1,200.00		
	Prizes		\$100.00		
	Food		\$150.00		
	Swimming	\$1,800.00		\$400.00	
	Swimming lessons- School Bus		\$1,800.00		\$400.00
Adult Sports					
4-001-430-6529		\$990.00		\$1,125.00	
	Sand VB League				\$825.00
	Balls		\$160.00		

	Sand VB Tournament				
	Prizes		\$330.00		
	Food		\$350.00		
	Indoor VB League				
	Kickball Tournament				\$300.00
	Prizes		\$150.00		
Youth Sports					
4-001-430-6525		\$3,990.00		\$6,135.00	
	3/4 Grade Volleyball				\$960.00
	Shirts		\$300.00		
	Balls		\$160.00		
	Misc.		\$100.00		
	5/6 Grade Volleyball				\$750.00
	Shirts		\$220.00		
	Balls		\$160.00		
	Misc		\$100.00		
	Pre K-2nd grade flag Football				\$1,350.00
	Shirts		\$450.00		
	Equipment		\$150.00		
	3rd-4th grade flag football				\$1,200.00
	Shirts		\$400.00		
	Equipment		\$150.00		
	Referee		\$500.00		
	Concessions		\$300.00		\$600.00
	5/6 Grade Track		\$0.00		\$0.00
	Preschool Tball				\$825.00
	Shirts		\$400.00		
	Equipment		\$150.00		
	Preschool Soccer Spring				\$450.00
	Shirts		\$300.00		
	Equipment		\$150.00		
Miscellaneous Supplies					
4-001-430-6599		\$0.00		\$0.00	
Set Aside					
4-001-430-6728		\$0.00		\$0.00	
Capital Improvements					
4-001-430-6792		\$5,000.00		\$0.00	
	Park Improvements		\$2,500.00		
	Trail Improvements		\$1,000.00		
	Misc. Capital Improvments		\$1,500.00		

Teen Activities						
4-001-430-6798		\$5,925.00			\$4,575.00	
	Six Flags Great America Based on 45 participants and charging each participant \$60					\$2,700.00
	Bus		\$1,800.00			
	Admission		\$1,800.00			
	Planet X and Ball Game(based on 25 participants and charging each partipant \$25)					\$625.00
	Bus		\$300.00			
	Admission		\$750.00			
	Lake McBride(based on 25 participants @ 25)					\$625.00
	Bus		\$300.00			
	Activities		\$300.00			
	Monticello(based on 25 participants @ \$25)		\$300.00			
	Bus					\$625.00
	Admission		\$375.00			
Totals		\$47,410.00			\$31,860.00	\$31,860.00

450 CEMETERY

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
	2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
	2009-2010	YTD ACTUAL					
6010 SALARIES AND WAGES							
4-001-450-6010	29,043	29,300					
	28,448	15,128					
6110 FICA							
4-112-450-6110	2,126	2,250					
	2,094	1,153					
6130 IPERS							
4-112-450-6130	1,760	2,040					
	1,866	1,051					
6150 GROUP INSURANCE							
4-112-450-6150	2,383	3,000					
	2,377	985					
6160 WORKMENS COMP.							
4-036-450-6160	1,597	1,000					
	1,022	910					
6310 BUILDING MAINTENANCE							
4-001-450-6310	518	500		500			
	5	64					
6320 BLDG/GROUNDS OPERATIONS/SUPPLIES							
4-001-450-6320	1,669	1,000		1000			
	820	1,146					
6331 MOTOR OPERATION FUEL							
4-001-450-6331	356	2,000		2000			
	1,091	815					
6332 REPAIR/MAINTENANCE-VEHICLES							
4-001-450-6332	822	1,000		1000			
	284	490					
64081 LIABILITY INSURANCE							
4-036-450-64081	2,443	1,000		1000			
	500	899					
6498 CONTRACT PAYMENTS							
4-001-450-6498	8,100	8,000		8000			
	7,000	6,000					
6501 CHEMICALS							
4-001-450-6501	0	100		100			
	0	0					
6504 MINOR EQUIPMENT							
4-001-450-6504	737	1,000		1000			
	14	415					
6521 MOTOR VEHICLE MAINT. SUPPLIES							
4-001-450-6521	616	1,000		1000			
	1,459	0					
6529 UNIFORMS							
4-001-450-6529	430	1,200		1200			
	664	473					
6599 MISC. SUPPLIES							
4-001-450-6599	1,909	1,000		1000			
	809	919					
6723 EQUIPMENT SET ASIDE							
4-001-450-6723	0	0		0			
	0	0					

CITY OF WEST BRANCH
 EXPENDITURE BUDGET WORKSHEET FY12
 450 CEMETERY

		FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR\$
		2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
		2009-2010	YTD	ACTUAL				
6727	EQUIPMENT				4500			
	4-001-450-6727	5,000	4,500					
		3,973	0					
6750	BUILDING/SET ASIDE				0			
	4-001-450-6750	0	0					
		0	0					
TOTAL CEMETERY		59,508	59,890		22,300			
		52,425	30,448					

CITY OF WEST BRANCH
EXPENDITUREREESTIMATE
460 TOWN HALL

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
	2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
	2009-2010	YTD ACTUAL					
6310 BUILDING MAINTENANCE							
4-022-460-6310	0	1,000		1,000			
	3,477	82					
6371 UTILITY SERVICES/GAS, ELECTRIC							
4-022-460-6371	0	3,000		3,000			
	4,285	1,197					
6373 TELEPHONE/OPERATIONS							
4-022-460-6373	0	500		500			
	470	246					
6409 JANITORIAL EXPENSE							
4-022-460-6409	0	2,400		2,400			
	0	1,333					
6599 MISC. SUPPLIES							
4-022-460-6599	0	800		800			
	436	300					
6792 CAPITAL IMPROVEMENTS							
4-022-460-6792	0	23,000		3,300			
	15,882	5,903					
TOTAL TOWN HALL	0	30,700		11,000			
	24,550	9,061					

CITY OF WEST BRANCH
 EXPENDITURE BUDGET WORKSHEET FY12
 470 COMM. AND CULTURAL DEVELOPMENT

		FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
		2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
		2009-2010	YTD ACTUAL					
6599	MISC. SUPPLIES				15,740			
	4-001-470-6599	23,183	13,000					
		22,122	10,882					

Main Street Financial Support 12,500
 Christmas Past's Great Christmas Tree Lighting Tradition 1,400
 Seasonal Community Events 1,840
15,740

CITY OF WEST BRANCH
EXPENDITURE REESTIMATE
520 ECONOMIC DEVELOPMENT

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
	2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
	2009-2010	YTD ACTUAL					
6211 DUES CEDCO							
5-001-520-6211	5,470	5,900		5,900			
	5,864	5,470					
6212 DUES ICAD							
5-001-520-6212	2,750	2,750		2,750			
	2,750	2,750					
6421 PAYMENTS TO OTHER AGENCIES-EDSA							
5-160-520-6421	0	0					
	0	0					
TOTAL ECONOMIC DEVELOPMENT	8,220	8,650		8,650			
	8,614	8,220					

CITY OF WEST BRANCH
EXPENDITURE REESTIMATE
610 MAYOR AND COUNCIL

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
		2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012
		2009-2010	YTD ACTUAL				
6020 PART TIME							
6-001-610-6020	6,150	8,800					
	5,931	1,200					
6110 FICA							
6-112-610-6110	471	680					
	454	92					
6130 IPERS							
6-112-610-6130	146	150					
	89	0					
6150 GROUP INSURANCE							
6-112-610-6150	0	0		0			
	0	0					
6230 TRAINING AND EDUCATION							
6-001-610-6230	0	0					
	100	0					
6240 TRAVEL AND CONFERENCE							
6-001-610-6240	0	0					
	60	0					
6241 MILEAGE							
6-001-610-6241	227	200		200			
	61	0					
6506 OFFICE SUPPLIES							
6-001-610-6506	0	0		0			
	11	0					
6721 FURNITURE AND FIXTURES							
6-001-610-6721	0	0		0			
	0	0					
TOTAL MAYOR AND COUNCIL	6,993	9,830		200			
	6,706	1,292					

CITY OF WEST BRANCH
 EXPENDITURE BUDGET WORKSHEET FY12
 620 CLERK AND TREASURER

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
		BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
	2008-2009						
	2009-2010	YTD ACTUAL					
6010 SALARIES AND WAGES							
6-001-620-6010	54,045	43,150					
	64,051	28,223					
6110 FICA							
6-112-620-6110	3,914	3,300					
	4,710	1,927					
6130 IPERS							
6-112-620-6130	3,214	3,000					
	8,949	1,961					
6150 GROUP INSURANCE							
6-112-620-6150	3,466	5,800					
	2,828	2,891					
6160 WORKMENS COMP.							
6-036-620-6160	630	1,000					
	667	736					
6210 DUES, MEMBERSHIP							
6-001-620-6210	2,263	2,000		3,336			
	2,362	2,571					
6230 TRAINING AND EDUCATION							
6-001-620-6230	558	1,000		1,531			
	1,174	518					
6240 TRAVEL AND CONFERENCE							
6-001-620-6240	1,574	1,500		1,636			
	1,165	964					
6310 BUILDING MAINTENANCE							
6-001-620-6310	1,949	1,000		1,936			
	1,442	481					
6331 MOTOR OPERATION FUEL							
6-001-620-6331	189	200		0			
	64	0					
6332 REPAIR/MAINTENANCE-VEHICLES							
6-001-620-6332	348	300		0			
	137	229					
6371 UTILITY SERVICES/GAS, ELECTRIC							
6-001-620-6371	8,557	4,000		3,750			
	3,742	1,652					
6373 TELEPHONE/OPERATIONS							
6-001-620-6373	2,444	2,500		2,622			
	2,314	1,546					
6400 BANKING EXPENSES							
6-001-620-6400	0	0		0			
	0	0					
6401 AUDITING EXPENSE							
6-001-620-6401	0	10,000		9,428			
	0	0					
6408 INSURANCE							
6-036-620-6408	3,338	5,000					
	4,092	4,376					
6409 JANITORIAL EXPENSE							
6-001-620-6409	0	3,500		972			
	0	1,046					

EXPENDITURE BUDGET WORKSHEET FY12

620 CLERK AND TREASURER

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
		BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
	2009-2010	YTD ACTUAL					
6414 ADVERTISEMENT & LEGAL PUBLICATIO				0			
6-001-620-6414	1,114	1,000					
	2,946	280					
6419 TECHNOLOGY SERVICES				20,750			
6-001-620-6419	0	0					
	0	0					
6440 ELECTIONS				1,429			
6-001-620-6440	841	1,800					
	580	0					
6443 HERITAGE SQUARE				0			
6-001-620-6443	60	1,000					
	578	0					
6490 CONSULTANT AND PROF. FEES				2,630			
6-001-620-6490	12,792	3,500					
	12,339	1,631					
6492 BUILDING INSPECTIONS				4,000			
6-001-620-6492	4,172	4,000					
	4,106	1,989					
6498 CONTRACT PAYMENTS				5,066			
6-001-620-6498	5,678	4,500					
	7,248	7,110					
6499 MISC. CONTRACT WORK				0			
6-001-620-6499	1,241	0					
	1,324	0					
6506 OFFICE SUPPLIES				3,000			
6-001-620-6506	3,371	4,000					
	3,348	1,556					
6508 POSTAGE AND SHIPPING				2,000			
6-001-620-6508	2,046	4,000					
	1,577	1,000					
65081 POSTAGE MACHINE				1,777			
6-001-620-65081	734	2,000					
	485	0					
6599 MISC. SUPPLIES				23,000			
4-050-620-6599	23,236	25,000					
	10,661	3,218					
6-001-620-6599	3,171	2,500					
	1,885	622					
TOTAL MISC. SUPPLIES	26,407	27,500					
	12,547	3,840					
6721 FURNITURE AND FIXTURES				0			
6-001-620-6721	147	300					
	136	0					
6725 OFFICE EQUIPMENT				0			
6-001-620-6725	3,076	1,000					
	1,928	128					
6793 POLICY ADMIN./DEVELOPMENT				0			
6-001-620-6793	899	0					
	0	0					
6801 PRINCIPAL				13,985			
6-001-620-6801	0	13,450					
	12,879	13,419					

CITY OF WEST BRANCH
 EXPENDITURE BUDGET WORKSHEET FY12
 620 CLERK AND TREASURER

		FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
		2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
		2009-2010	YTD ACTUAL					
6851	INTEREST/COUPONS							
	6-001-620-6851	0	5,300		4,688			
		5,801	5,261					
TOTAL	CLERK AND TREASURER	149,067	160,600		107,536			
		165,517	85,335					

Clerk and Treasurer Detail

6210 Dues, Membership	Iowa League of Cities	\$1,157.00
	ECIA	\$1,094.00
	IMFO-Matt	\$45.00
	ICMA-Matt	\$600.00
	IACMA-Matt	\$120.00
	IIMC-Matt	\$125.00
	IMFO-Dawn	\$45.00
	IIMC-Dawn	\$75.00
	IIMC-Ashley	\$75.00
		<u>\$3,336.00</u>
6230 Training and Education	League small town conference	\$60.00
	IACMA summer conference	\$155.00
	IMFO Dawn and Matt	\$200.00
	IMPI Matt	\$432.00
	IMPI Dawn	\$432.00
	IMPI Ashley	\$192.00
	Budget Workshop	\$60.00
		<u>\$1,531.00</u>
6240 Travel and Conference	Hotels IMPI	\$947.00
	Hotel IACMA	\$82.00
	Fuel	\$127.00
	Meals	\$480.00
		<u>\$1,636.00</u>
6310 Building maintenance	HVAC	\$210.00
	Pest Control	\$528.00
	Floor Mats	\$948.00
	Other	\$250.00
		<u>\$1,936.00</u>
6419 Technology Services	Tyler Implementation Services	\$16,050.00
	Tyler Per Diem	\$4,700.00
		<u>\$20,750.00</u>
6490 Consultant and Professional	General IT support	\$2,630.00
6498 Contract Payments	Iowa INS email/website	\$324.00
	Copier	\$3,420.00
	Code Red	\$500.00
	Tyler	\$822.00
		<u>\$5,066.00</u>
6599 Mic Supplies - Hoover's Hometown Days	Fireworks	\$20,000.00
	Dale Thomas	\$1,300.00
	Village Green Activities	\$1,700.00
	<u>\$23,000.00</u>	

CITY OF WEST BRANCH
 EXPENDITURE BUDGET WORKSHEET FY12
 640 LEGAL SERVICES

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
	2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
	2009-2010	YTD ACTUAL					
6414 ADVERTISEMENT & LEGAL PUBLICATIO				5,000			
6-001-640-6414	5,439	6,500					
	4,626	2,323					
6490 CONSULTANT AND PROF. FEES				31,500			
6-001-640-6490	12,394	15,000					
	13,881	4,828					
TOTAL LEGAL SERVICES	17,832	21,500		36,500			
	18,507	7,151					

Comprehensive Plan (1996) Update 7,000
 City Attorney Base Annual Fee 15,000
 Code of Ordinances (1999) Recodification 4,500
 Other attorney/consultant fees 5,000
 6490 Consultant and Prof. Fees 31,500

CITY OF WEST BRANCH
 EXPENDITURE REESTIMATE
 660 TORT LIABILITY

		FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
		2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
		2009-2010	YTD ACTUAL					
6406	DAMAGES/TORT CLAIMS							
	6-001-660-6406	197,500	0					
		0	0					
6801	PRINCIPAL							
	6-001-660-6801	0	9,950		10,390			
		9,506	9,977					
6851	INTEREST/COUPONS							
	6-001-660-6851	2,143	8,460		8,020			
		8,888	8,416					
TOTAL	TORT LIABILITY	199,643	18,410		18,410			
		18,393	18,393					

CITY OF WEST BRANCH
EXPENDITUREREESTIMATE
840 SOLID WASTE

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
	2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
	2009-2010	YTD ACTUAL					
6413	LANDFILL						
	2-001-840-6413	7,650	8,000	8,000			
		7,650	7,650				
6430	TIPPING FEE						
	2-001-840-6430	1,050	0	0			
		546	0				
6498	CONTRACT PAYMENTS						
	2-001-840-6498	40,756	45,000	45,000			
		43,878	22,417				
TOTAL	SOLID WASTE						
		49,455	53,000	53,000			
		52,074	30,067				

CITY OF WEST BRANCH
EXPENDITURE REESTIMATE
855 LOCAL CABLE ACCESS

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
	2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
	2009-2010	YTD ACTUAL					
6230 TRAINING AND EDUCATION							
4-001-855-6230	0	500		500			
	0	0					
6310 BUILDING MAINTENANCE							
4-001-855-6310	0	600		600			
	0	0					
6350 EQUIPMENT REPAIR							
4-001-855-6350	0	500		500			
	0	0					
6371 UTILITY SERVICES/GAS, ELECTRIC							
4-001-855-6371	1,200	2,100		2,100			
	1,200	600					
6373 TELEPHONE/OPERATIONS							
4-001-855-6373	1,036	1,100		1,100			
	1,140	569					
64083 COMMERCIAL PROPERTY INSURANCE							
4-001-855-64083	145	200		200			
	150	164					
6414 ADVERTISEMENT & LEGAL PUBLICATIO							
4-001-855-6414	0	200		200			
	0	0					
6498 CONTRACT PAYMENTS							
4-001-855-6498	1,200	1,500		9,000			
	1,250	800					
6504 MINOR EQUIPMENT							
4-001-855-6504	53	1,000		500			
	0	0					
6506 OFFICE SUPPLIES							
4-001-855-6506	0	1,000		500			
	0	36					
6508 POSTAGE AND SHIPPING							
4-001-855-6508	0	100		100			
	0	0					
6526 PROGRAMMING							
4-001-855-6526	905	1,000		1,000			
	0	0					
6599 MISC. SUPPLIES							
4-001-855-6599	383	1,000		500			
	133	0					
6725 OFFICE EQUIPMENT							
4-001-855-6725	747	6,600		850			
	0	0					
6727 EQUIPMENT							
4-001-855-6727	616	7,250		7,000			
	6,054	0					
TOTAL LOCAL CABLE ACCESS	6,285	24,650		24,650			
	9,927	2,169					

856 COMMISSION

	FISCAL YR	2010-2011	RE-ESTIMATED	REQUESTED	RECOMMENDED	APPROVED	VAR%
	2008-2009	BUDGETED	2010-2011	2011-2012	2011-2012	2011-2012	
	2009-2010	YTD ACTUAL					
6445 LOCAL CABLE							
4-001-856-6445	86	500		500			
	26	0					
6446 PLANNING & ZONING							
5-001-856-6446	0	0		0			
	0	0					
6447 ANIMAL CONTROL							
1-001-856-6447	259	500		500			
	437	189					
TOTAL COMMISSION	345	1,000		1,000			
	463	189					

**City of West Branch
Advisory Board/Commission
Application Form**

Individuals serving on boards or commissions play an important role in advising the City Council on matters of interest to our community and its future. For the most part, Board and Commission members must be residents of West Branch.

When a vacancy occurs an announcement of that vacancy will be posted. No sooner than two weeks later the Mayor and City Council will review all applications. The appointment will be made at a formal City Council meeting. Appointees serve as unpaid volunteers.

This application is a public document and as such it or the information it contains may be reproduced and distributed. This application will remain active for two years and you will automatically be considered for any vacancy occurring during that time.

Name of Board or Commission: Library Date: 01/06/11

Your Name: Peter Pappas Street Address: P.O. Box 265/115 S. Poplar St
West Branch

Phone number(s): (evening) 643-3394 (day) 643 7857

Email: rangerpappas@hotmail.com

Do you live within the corporate limits of West Branch? Yes No

How long have you been a resident of West Branch? 2 1/2 yrs

Occupation: Park Ranger Employer: National Park Service

Optional Questions (use back of application if necessary)

What experience and/or skills do you have that might especially qualify you to serve on this board or commission?

Supervision/Management in NPS
Home-schooled 4 children, 3 through high school
Extensive user of libraries, familiar w/ LOC/dewey dec. system.

What particular contributions do you feel you can make to this board or commission?

Organizational skills, enthusiasm, time and
energy.

**City of West Branch
Advisory Board/Commission
Application Form**

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Name of Board or Commission: Library Board of Trustees Date: 01-06-11

Your Name: Laura Denise Gongora Street Address: 301 Gilbert Dr

Phone number(s): (evening) 319-877-0030 (day) 319-877-0030

Email: garua195@gmail.com

Do you live within the corporate limits of West Branch? Yes No

How long have you been a resident of West Branch? 5mo

Occupation: Homemaker Employer: _____

Optional Questions (use back of application if necessary)

What experience and/or skills do you have that might especially qualify you to serve on this board or commission?

While volunteering at my children's school, I spent a majority of that time helping in the library. I am familiar with how a library functions, its needs, and how valuable it is to those who go there. My experience working in libraries and being a regular user can help the Board achieve its objectives.

What particular contributions do you feel you can make to this board or commission?

I believe a library is more than a collection of reading material; it's a gateway to knowledge, imagination, adventure, and an important part of this community. I can contribute time & dedication to learning & helping the Board achieve its goals and continue to improve the library.

CHAPTER 155

STATE BUILDING CODE

155.01 Adoption of Code

155.02 Building Permit Fees

155.03 Key Lock Box System

155.01 ADOPTION OF CODE. Pursuant to published notice and public hearing, as required by Section 380.10 of the Code of Iowa, the *Iowa State Building Code*, promulgated pursuant to Chapter 103A of the Code of Iowa, is hereby adopted by reference as the building code of the City and is made a part hereof as if fully set out in this chapter.

(Code of Iowa, Sec. 103A.10[2b] and Sec. 380.10)

155.02 BUILDING PERMIT FEES.

TOTAL VALUATION	FEE
\$1 to \$500	\$23.50
\$501 to \$2,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100, or fraction thereof, to and including \$2,000.
\$2,001 to \$25,000	\$69.25 for the first \$2,000 plus \$14 for each additional \$1,000, or fraction thereof, to and including \$25,000.
\$25,001 to \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or fraction thereof, to and including \$50,000.
\$50,001 to \$100,000	\$643.75 for the first \$50,000 plus \$7 for each additional \$1,000, or fraction thereof, to and including \$100,000.
\$100,001 to \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000, or fraction thereof, to and including \$500,000.
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000.
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000, or fraction thereof.

Other Inspections and Fees:

- | | | |
|----|--------------------------------------------------------------------------------------------------------------------|----------------------------|
| 1. | Inspections outside of normal business hours
(minimum charge – two hours) | \$47 per hour ¹ |
| 2. | Reinspection fees assessed under provisions of Section 305.8 | \$47 per hour ¹ |
| 3. | Inspections for which no fee is specifically indicated
(minimum charge – one-half hour) | \$47 per hour ¹ |
| 4. | Additional plan review required by changes, additions and inspections, or both
(minimum charge – one-half hour) | \$47 per hour ¹ |
| 5. | For use of outside consultants for plan checking and inspections, or both | Actual Costs ² |

¹Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

²Actual costs include administrative and overhead costs.

(Ord. 611 – Nov. 06 Supp.)

155.03 KEY LOCK BOX SYSTEM.

1. Installation Required. The following structures constructed after the effective date of Ordinance No. 585, codified by this section, shall be equipped with a key lock box at or near the main entrance or such other location required by the Fire Chief:

- A. Commercial or industrial structure;
- B. Multi-family residential structures defined as three or more dwelling units that have restricted access through locked doors and have a common corridor for access to the living units;
- C. Commercial structures on main floor and residential dwelling units on second or above floors; and
- D. Governmental structure and nursing care facilities.

2. General Requirements. All newly constructed structures subject to this section shall have the key lock box installed and operational prior to the issuance of an occupancy permit.

- A. The Fire Chief shall designate the type of key lock box system to be implemented within the City and shall have the authority to require all structures to use the designated system.
- B. The key lock box shall be located at or near the main entrance to the building or property. It shall be mounted at a height of 6 feet above final grade or designated by the Fire Chief.
- C. The owner or operator of a structure required to have a key lock box shall at all times keep a key in the lock box that will allow for access to the structure.
- D. The Fire Chief shall be authorized to implement rules and regulations for the use of the lock box system.
- E. Any property or building owner failing to comply with, or in violation of the terms of this section after notice from the City Fire Chief, shall be subject to a municipal infraction or simple misdemeanor citation.
- F. No existing structures shall be required to comply with this section unless the structure is issued a building permit that would include the location in which the key lock box would be placed.