

# City of West Branch

~ A Heritage for Success ~

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**CITY COUNCIL MEETING AGENDA**  
**Monday, July 22, 2013 • 7:00 p.m.**  
**City Council Chambers, 110 North Poplar Street**  
*Action may be taken on any agenda item.*

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Welcome
5. Approve Agenda/Consent Agenda/Move to action
  - a. Approve minutes from the July 8, 2013 City Council Meeting.
  - b. Approve claims.
  - c. Approve Class B Beer Permit (includes wine coolers) with Outdoor Service for West Branch Firefighters Inc. on August 2, 2013 and August 3, 2013.
  - d. Approve amended Class C liquor license for Herb n' Lou's to allow outdoor service privilege on August 3, 2013 for Hoover's Hometown Days.
  - e. Approve Skilled Iowa Agreement.
6. Communications/Open Forum
7. Public Hearing/Non-Consent Agenda
  - a. Mayor Mark Worrell – Recognition of Chassis Engineering
  - b. Mayor Mark Worrell – Recognition of Tim Moss – Ten Years of Service
  - c. Bonnie Butler, Public Health and Preparedness Division Manager, Cedar County Public Health – Presentation on County Health Rankings.
  - d. Second Reading of Ordinance 713, amending Chapter 65 “Stop or Yield Required.”/Move to action.
  - e. Resolution 1129, approving a purchase agreement with PV Properties LLC for approximately twenty-two acres of land in the amount of \$375,000./Move to action.
  - f. Public Hearing on the Proposal to Enter into a General Obligation Property Acquisition Loan Agreement in a Principal Amount not to Exceed \$400,000.
  - g. Resolution 1130, Authorizing and Approving a Loan Agreement and Providing for the Issuance of a \$400,000 General Obligation Property Acquisition Note and Providing for the Levy of Taxes to Pay the Same./Move to action.
  - h. Resolution 1131, approving the Bethany Lutheran Church Site Plan./Move to action.
  - i. Accept the resignation of Peter Pappas from the Library Board of Trustees./Move to action.
8. City Staff Reports
9. Comments from Mayor and Council Members
10. Adjournment

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**Mayor:** Mark Worrell • **Council Members:** Jordan Ellyson, Colton Miller, Jim Oaks, Mary Beth Stevenson, Dick Stoolman  
**City Administrator/Clerk:** Matt Muckler • **Fire Chief:** Kevin Stoolman • **Library Director:** Nick Shimmin  
**Parks & Rec Director:** Melissa Russell • **Police Chief:** Mike Horihan • **Public Works Director:** Matt Goodale

*(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**

**July 8, 2013  
7:00 p.m.**

Mayor Worrell opened the West Branch City Council meeting by welcoming the audience and the following City staff: City Administrator Matt Muckler, City Attorney Kevin Olson, Deputy City Clerk Dawn Brandt, Police Chief Mike Horihan, Library Director Nick Shimmin, Park & Recreation Director Melissa Russell and Sergeant John Hanna. Council members: Jordan Ellyson, Colton Miller, Dick Stoolman, Mary Beth Stevenson. Absent: Jim Oaks.

#### **APPROVE AGENDA/CONSENT AGENDA**

- a) Approve minutes from the June 24, 2013 City Council Meeting.
- b) Approve claims.
- c) Approve purchase of replacement police sedan for the 2006 Dodge Charger.
- d) Approve destruction of records with Document Destruction & Recycling Services listed on Records Destruction Form per the Record Retention Manual for Iowa Cities.
- e) Approve transfer of \$29,542.00 from Emergency Fund to General Fund.
- f) Approve revised Fire Department payroll for July 1, 2013, in the amount of \$31,855.00.

Muckler stated there were no claims to be approved at this meeting.

Motion by Miller to approve the agenda and consent agenda items a-f, second by Ellyson. AYES: Miller, Ellyson, Stoolman, Stevenson. Absent: Oaks. Motion carried.

#### **COMMUNICATIONS/OPEN FORUM - NONE**

#### **PUBLIC, DEPARTMENT HEADS, COMMISSIONS, CITY ADMINISTRATOR AND CITY COUNCIL**

##### Mayor Mark Worrell – Recognition of Chassis Engineering

Worrell said that this recognition will be deferred until the next City Council meeting.

##### West Branch Preservation Commission & Main Street West Branch Recommendations for Town Hall Renovations

West Branch Preservation commission member Lou Picek said that the commission recommendations are to maintain the historical accuracy of the building exterior, focus on accessibility issues and have the building put on the historical register. Lane Shields member of the committee is working on documenting the architecture and history of the building. Stevenson said that it is important to improve accessibility for voting and other events held in the building. Worrell would like to keep the interior updates within the heritage period style. Council agreed to start moving forward with placing the building on the historical register with hopes that this might open up grant opportunities.

##### First Reading of Ordinance 713, amending Chapter 65 “Stop or Yield Required.”/Move to action.

Stevenson said that there is support from the community for a stop sign to be permanently placed on Oliphant Street at the intersection of Main Street to put children's safety first. Miller and Ellyson agreed that there was no closure on this issue and they would like it brought back for a vote. Stoolman said that the curbs and crossing in that area need to be fixed before a permanent stop sign is put there. Worrell said that we need to designate a crossing and make it right and safe. John Fuller said that there are other options like flashing lights or delineated pavement that is a different color to make people aware that it is a crossing. Miller feels that the most cost effective would be to provide a safe crossing with a stop sign and not provide a crossing guard.

Motion by Ellyson to approve Ordinance 713, second by Miller. AYES: Ellyson, Miller, Stevenson. NAYS: Stoolman. Absent: Oaks. Motion carried.

##### Resolution 1128, fixing a date for a public hearing on proposal to enter into a General Obligation Property Acquisition Loan Agreement and borrow money in a principal amount not to exceed \$400,000./Move to action.

Muckler stated this resolution addresses the financial issue and provides for a public hearing at the July 22 Council meeting. Council discussed approving a purchase agreement with PV Properties, LLC, in the amount of \$375,000 to acquire approximately 22 acres in Pedersen Valley for use as a community recreation area.

Worrell and other council members said the conversations they have had have been in support of the park development. The issue of increased traffic in the neighborhood was a primary concern heard by Worrell.

Stoolman said he received some calls from citizens against the purchase. He expressed concerns with how the pipeline easement will affect building on the property.

Some concerns have also been raised about how much of the property is located in a flood plain.

Motion by Stevenson to approve Resolution 1128, second by Ellyson. AYES: Stevenson, Ellyson, Miller. NAYS: Stoolman. Absent: Oaks. Motion carried.

### **CITY STAFF REPORTS**

#### Library Director Nick Shimmin – Summer Reading Program

Shimmin said that the Library is about six weeks into the summer reading program. The purpose of the program is to provide a gap between school years. The reading program is open for all age groups, adults and children. There are currently 281 children, 59 teens and 87 adults signed up. There are many special events coming up this month on Tuesdays: July 9 – Cedar County Conservation, July 16 – Science Center of Iowa and July 30 – National Park Service.

### **COMMENTS FROM MAYOR AND COUNCIL MEMBERS**

#### Mayor Mark Worrell – Discussion of Resolution 1129, approving a purchase agreement with PV Properties LLC for approximately twenty-two acres of land in the amount of \$375,000.

Worrell said the idea of a recreation area has been talked about for years, without a specific location available. Ellyson said the Pedersen Valley site, including the existence of the pipeline easements, had been looked at multiple times. Ellyson asked for the community to have faith in the Council to make a good decision on the purchase of the land. They have discussed this several times and feel that this is a good purchase for the City's future.

Worrell announced that we are looking for a new videographer to replace Shanelle as she is now working at the City Office. We will be advertising for this contract position.

Council discussed several other items, 6<sup>th</sup> street repair, a cap that is broke off in the area of 5<sup>th</sup> and East Main Street. Muckler gave an update on the the Lift station project.

### **ADJOURNMENT**

Motion to adjourn meeting by Ellyson, second by Miller. Motion carried on a voice vote. City Council meeting adjourned at 8:15 p.m.

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Mark Worrell, Mayor

ATTEST: \_\_\_\_\_  
Dawn Brandt, Deputy City Clerk

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
ALL AMERICAN CONCRETE INC	7/16/13	SEWER - CONCRETE PATCH MAI	SEWER FUND	SEWER OPERATING	5,335.20_
				TOTAL:	5,335.20_
ALLIANT ENERGY	7/09/13	VARIOUS DEPT - UTILITIES	GENERAL FUND	POLICE OPERATION	150.59
	7/09/13	VARIOUS DEPT - UTILITIES	GENERAL FUND	FIRE OPERATION	451.74
	7/09/13	VARIOUS DEPT - UTILITIES	GENERAL FUND	STREET LIGHTING	2,015.58
	7/09/13	VARIOUS DEPT - UTILITIES	GENERAL FUND	STREET LIGHTING	104.16
	7/09/13	VARIOUS DEPT - UTILITIES	GENERAL FUND	STREET LIGHTING	188.08
	7/09/13	VARIOUS DEPT - UTILITIES	GENERAL FUND	PARK & RECREATION	33.61
	7/05/13	PARK & REC - 219 E GREEN S	GENERAL FUND	PARK & RECREATION	12.60
	7/09/13	VARIOUS DEPT - UTILITIES	GENERAL FUND	CLERK & TREASURER	212.10
	7/09/13	VARIOUS DEPT - UTILITIES	GENERAL FUND	LOCAL CABLE ACCESS	100.00
	7/09/13	VARIOUS DEPT - UTILITIES	CIVIC CENTER	TOWN HALL	217.26
	7/09/13	VARIOUS DEPT - UTILITIES	LIBRARY	LIBRARY	376.92
	7/09/13	VARIOUS DEPT - UTILITIES	WATER FUND	WATER OPERATING	243.83
	7/09/13	VARIOUS DEPT - UTILITIES	WATER FUND	WATER OPERATING	1,176.64
	7/09/13	VARIOUS DEPT - UTILITIES	WATER FUND	WATER OPERATING	178.22
	7/09/13	VARIOUS DEPT - UTILITIES	WATER FUND	WATER OPERATING	614.55
	7/09/13	WATER - UTILITIES	WATER FUND	WATER OPERATING	102.15
	7/09/13	VARIOUS DEPT - UTILITIES	SEWER FUND	SEWER OPERATING	1,152.06
	7/09/13	VARIOUS DEPT - UTILITIES	SEWER FUND	SEWER OPERATING	729.77_
				TOTAL:	8,059.86_
ALTORFER INC	7/16/13	STREETS - PARTS	ROAD USE TAX	ROADS & STREETS	50.48
	7/16/13	STREETS - PARTS	ROAD USE TAX	ROADS & STREETS	87.68_
				TOTAL:	138.16_
AMAZON	7/18/13	LIBRARY/ADMIN - SUPPLIES	GENERAL FUND	CLERK & TREASURER	59.95
	7/18/13	LIBRARY/ADMIN - SUPPLIES	LIBRARY	LIBRARY	211.75
	7/18/13	LIBRARY/ADMIN - SUPPLIES	LIBRARY	LIBRARY	93.37
	7/18/13	LIBRARY/ADMIN - SUPPLIES	LIBRARY	LIBRARY	20.28_
				TOTAL:	385.35_
AURALOG INC	7/17/13	LIBRARY - TMM ONLINE SUB	LIBRARY	LIBRARY	250.00_
				TOTAL:	250.00_
BAKER & TAYLOR INC.	7/17/13	LIBRARY - BOOKS	LIBRARY	LIBRARY	1,909.90_
				TOTAL:	1,909.90_
BARNHART'S CUSTOM SERVICES LLC	7/16/13	SEWER - SERVICE AT LAGOONS	SEWER FUND	SEWER OPERATING	230.00_
				TOTAL:	230.00_
BARRON MOTOR SUPPLY	7/16/13	CEMETERY - SUPPLIES	GENERAL FUND	CEMETERY	62.11_
				TOTAL:	62.11_
BDC-BUILDING INSPECTION & PLAN REVIEW	7/16/13	ADMIN - BUILDING INSPECTIO	GENERAL FUND	CLERK & TREASURER	697.20_
				TOTAL:	697.20_
BP AMOCO	7/17/13	FIRE/POLICE/SEWER/WATER-FU	GENERAL FUND	POLICE OPERATION	789.78
	7/17/13	FIRE/POLICE/SEWER/WATER-FU	GENERAL FUND	FIRE OPERATION	121.00
	7/17/13	FIRE/POLICE/SEWER/WATER-FU	WATER FUND	WATER OPERATING	543.09
	7/17/13	FIRE/POLICE/SEWER/WATER-FU	SEWER FUND	SEWER OPERATING	543.10_
				TOTAL:	1,996.97_
BUSINESS RADIO SALES	7/12/13	FIRE - SERVICE	GENERAL FUND	FIRE OPERATION	82.00_
				TOTAL:	82.00_

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
CDW GOVERNMENT INC.	7/17/13	POLICE - SUPPLIES	GENERAL FUND	POLICE OPERATION	376.12_
				TOTAL:	376.12_
CEDAR COUNTY AUDITOR	7/12/13	POLICE/FIRE-FY14 DISASTER	GENERAL FUND	POLICE OPERATION	2,783.75
	7/12/13	POLICE/FIRE-FY14 DISASTER	GENERAL FUND	FIRE OPERATION	2,783.75
	7/19/13	SOLID WASTE - FY14 ASSESSM	GENERAL FUND	SOLID WASTE	11,146.94_
				TOTAL:	16,714.44
CEDAR COUNTY COOPERATIVE	7/16/13	STREETS - DIESEL FUEL	ROAD USE TAX	ROADS & STREETS	1,363.15_
				TOTAL:	1,363.15_
CEDAR COUNTY ENGINEER	7/17/13	STREETS - ROCK FOR 300TH S	ROAD USE TAX	ROADS & STREETS	2,172.99
	7/17/13	STREETS - ROCK FOR 300TH S	ROAD USE TAX	ROADS & STREETS	373.01
	7/17/13	STREETS - 280TH ST CULVERT	ROAD USE TAX	ROADS & STREETS	2,845.04_
				TOTAL:	5,391.04
CEDAR COUNTY RECORDER	7/12/13	LEGAL - DOCUMENT RECORDING	GENERAL FUND	LEGAL SERVICES	53.00_
				TOTAL:	53.00_
CEDAR RAPIDS PHOTO COPY INC	7/17/13	LIBRARY - SERVICE	LIBRARY	LIBRARY	84.58
	7/17/13	LIBRARY - SERVICE	LIBRARY	LIBRARY	161.76_
				TOTAL:	246.34_
CENTURION TECHNOLOGIES INC.	7/17/13	LIBRARY - MAINTENANCE RENE	LIBRARY	LIBRARY	69.13_
				TOTAL:	69.13_
CHRIS JONES TRUCKING	7/16/13	STREETS - HAULING SAND	ROAD USE TAX	ROADS & STREETS	456.47_
				TOTAL:	456.47_
COMMUNITY STATE BANK	7/03/13	FIRE DEPT EXPANSION LOAN P	GO DEBT SERVICE	BONDING	7,455.97
	7/03/13	FIRE DEPT EXPANSION LOAN P	GO DEBT SERVICE	BONDING	908.60_
				TOTAL:	8,364.57_
CROELL REDI-MIX INC	7/16/13	WATER - ORANGE ST	WATER FUND	WATER OPERATING	2,376.00
	7/16/13	WATER - ORANGE ST	WATER FUND	WATER OPERATING	1,532.00
	7/16/13	SEWER - 6TH ST & MAIN	SEWER FUND	SEWER OPERATING	116.00
	7/19/13	SEWER - 6TH STREET	SEWER FUND	SEWER OPERATING	1,436.50
	7/19/13	SEWER - 6TH ST & MAIN	SEWER FUND	SEWER OPERATING	918.50
	7/19/13	SEWER - 6TH STREET	SEWER FUND	SEWER OPERATING	345.75
	7/19/13	SEWER - 6TH STREET	SEWER FUND	SEWER OPERATING	2,096.00_
				TOTAL:	8,820.75
CULLIGAN WATER TECHNOLOGIES	7/12/13	FIRE - WATER COND RENTAL	GENERAL FUND	FIRE OPERATION	33.70_
				TOTAL:	33.70_
DEMCO	7/17/13	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	18.82
	7/17/13	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	28.23
	7/17/13	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	52.14_
				TOTAL:	99.19
DEWEYS JACK & JILL	7/17/13	P&R/SEWER/LIBRARY - SUPPLI	GENERAL FUND	PARK & RECREATION	123.11
	7/17/13	P&R/SEWER/LIBRARY - SUPPLI	LIBRARY	LIBRARY	54.51
	7/17/13	P&R/SEWER/LIBRARY - SUPPLI	SEWER FUND	SEWER OPERATING	12.61_
				TOTAL:	190.23
DIAMOND VOGEL PAINTS	7/19/13	DIAMOND VOGEL PAINTS	ROAD USE TAX	ROADS & STREETS	307.82

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	307.82
DON'S LOCK & SAFE LLC	7/17/13	POLICE - KEYS	GENERAL FUND	POLICE OPERATION	65.00_
				TOTAL:	65.00
DREAMHOST WEBHOSTING	7/01/13	ADMIN - WEBSITE HOSTING	GENERAL FUND	CLERK & TREASURER	119.40_
				TOTAL:	119.40
EAST CENT INTERGOVT ASN.	7/12/13	ADMIN - FY14 MEMBERSHIP DU	GENERAL FUND	CLERK & TREASURER	1,300.32_
				TOTAL:	1,300.32
ECIVIS INC (LOCKBOX)	7/19/13	ADMIN - GRANT PREPARATION	GENERAL FUND	CLERK & TREASURER	3,500.00_
				TOTAL:	3,500.00
EFTPS	7/05/13	FEDERAL WITHHOLDINGS	GENERAL FUND	NON-DEPARTMENTAL	1,345.83
	7/19/13	FEDERAL WITHHOLDINGS	GENERAL FUND	NON-DEPARTMENTAL	1,460.80
	7/05/13	SOCIAL SECURITY WITHHHOLDI	GENERAL FUND	NON-DEPARTMENTAL	928.21
	7/19/13	SOCIAL SECURITY WITHHHOLDI	GENERAL FUND	NON-DEPARTMENTAL	989.94
	7/05/13	MEDICARE WITHHOLDINGS	GENERAL FUND	NON-DEPARTMENTAL	217.06
	7/19/13	MEDICARE WITHHOLDINGS	GENERAL FUND	NON-DEPARTMENTAL	231.53
	7/05/13	FEDERAL WITHHOLDINGS	LIBRARY	NON-DEPARTMENTAL	295.01
	7/19/13	FEDERAL WITHHOLDINGS	LIBRARY	NON-DEPARTMENTAL	291.14
	7/05/13	SOCIAL SECURITY WITHHHOLDI	LIBRARY	NON-DEPARTMENTAL	232.22
	7/19/13	SOCIAL SECURITY WITHHHOLDI	LIBRARY	NON-DEPARTMENTAL	228.99
	7/05/13	MEDICARE WITHHOLDINGS	LIBRARY	NON-DEPARTMENTAL	54.31
	7/19/13	MEDICARE WITHHOLDINGS	LIBRARY	NON-DEPARTMENTAL	53.55
	7/05/13	FEDERAL WITHHOLDINGS	ROAD USE TAX	NON-DEPARTMENTAL	1.53
	7/19/13	FEDERAL WITHHOLDINGS	ROAD USE TAX	NON-DEPARTMENTAL	5.41
	7/05/13	SOCIAL SECURITY WITHHHOLDI	ROAD USE TAX	NON-DEPARTMENTAL	1.56
	7/19/13	SOCIAL SECURITY WITHHHOLDI	ROAD USE TAX	NON-DEPARTMENTAL	3.69
	7/05/13	MEDICARE WITHHOLDINGS	ROAD USE TAX	NON-DEPARTMENTAL	0.36
	7/19/13	MEDICARE WITHHOLDINGS	ROAD USE TAX	NON-DEPARTMENTAL	0.87
	7/05/13	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	POLICE OPERATIONS	342.93
	7/19/13	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	POLICE OPERATIONS	350.26
	7/05/13	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	POLICE OPERATIONS	80.20
	7/19/13	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	POLICE OPERATIONS	81.92
	7/05/13	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	ROADS & STREETS	166.19
	7/19/13	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	ROADS & STREETS	165.24
	7/05/13	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	ROADS & STREETS	38.87
	7/19/13	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	ROADS & STREETS	38.65
	7/05/13	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	LIBRARY	232.22
	7/19/13	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	LIBRARY	228.99
	7/05/13	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	LIBRARY	54.31
	7/19/13	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	LIBRARY	53.55
	7/05/13	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	PARK & RECREATION	107.30
	7/19/13	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	PARK & RECREATION	92.98
	7/05/13	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	PARK & RECREATION	25.09
	7/19/13	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	PARK & RECREATION	21.75
	7/05/13	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	CEMETERY	171.94
	7/19/13	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	CEMETERY	210.27
	7/05/13	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	CEMETERY	40.21
	7/19/13	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	CEMETERY	49.17
	7/05/13	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	CLERK & TREASURER	118.11
	7/19/13	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	CLERK & TREASURER	135.87
	7/05/13	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	CLERK & TREASURER	27.63
	7/19/13	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	CLERK & TREASURER	31.78

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	7/05/13	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	LOCAL CABLE ACCESS	23.26
	7/19/13	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	LOCAL CABLE ACCESS	39.00
	7/05/13	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	LOCAL CABLE ACCESS	5.44
	7/19/13	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	LOCAL CABLE ACCESS	9.12
	7/05/13	FEDERAL WITHHOLDINGS	WATER FUND	NON-DEPARTMENTAL	290.59
	7/19/13	FEDERAL WITHHOLDINGS	WATER FUND	NON-DEPARTMENTAL	322.01
	7/05/13	SOCIAL SECURITY WITHHHOLDI	WATER FUND	NON-DEPARTMENTAL	188.37
	7/19/13	SOCIAL SECURITY WITHHHOLDI	WATER FUND	NON-DEPARTMENTAL	204.81
	7/05/13	MEDICARE WITHHOLDINGS	WATER FUND	NON-DEPARTMENTAL	44.06
	7/19/13	MEDICARE WITHHOLDINGS	WATER FUND	NON-DEPARTMENTAL	47.90
	7/05/13	SOCIAL SECURITY WITHHHOLDI	WATER FUND	WATER OPERATING	188.39
	7/19/13	SOCIAL SECURITY WITHHHOLDI	WATER FUND	WATER OPERATING	204.83
	7/05/13	MEDICARE WITHHOLDINGS	WATER FUND	WATER OPERATING	44.06
	7/19/13	MEDICARE WITHHOLDINGS	WATER FUND	WATER OPERATING	47.90
	7/05/13	FEDERAL WITHHOLDINGS	SEWER FUND	NON-DEPARTMENTAL	250.39
	7/19/13	FEDERAL WITHHOLDINGS	SEWER FUND	NON-DEPARTMENTAL	286.22
	7/05/13	SOCIAL SECURITY WITHHHOLDI	SEWER FUND	NON-DEPARTMENTAL	170.83
	7/19/13	SOCIAL SECURITY WITHHHOLDI	SEWER FUND	NON-DEPARTMENTAL	189.62
	7/05/13	MEDICARE WITHHOLDINGS	SEWER FUND	NON-DEPARTMENTAL	39.96
	7/19/13	MEDICARE WITHHOLDINGS	SEWER FUND	NON-DEPARTMENTAL	44.34
	7/05/13	SOCIAL SECURITY WITHHHOLDI	SEWER FUND	SEWER OPERATING	170.85
	7/19/13	SOCIAL SECURITY WITHHHOLDI	SEWER FUND	SEWER OPERATING	189.61
	7/05/13	MEDICARE WITHHOLDINGS	SEWER FUND	SEWER OPERATING	39.94
	7/19/13	MEDICARE WITHHOLDINGS	SEWER FUND	SEWER OPERATING	44.35
				TOTAL:	12,293.29
ETS CORPORATION	7/02/13	WATER/SEWER - CREDIT CARD	WATER FUND	WATER OPERATING	7.29
	7/02/13	WATER/SEWER-ANNUAL CC FEES	WATER FUND	WATER OPERATING	162.00
	7/02/13	WATER/SEWER - CREDIT CARD	SEWER FUND	SEWER OPERATING	7.30
	7/02/13	WATER/SEWER-ANNUAL CC FEES	SEWER FUND	SEWER OPERATING	162.00
				TOTAL:	338.59
F&B COMMUNICATIONS INC	7/19/13	ADMIN - COMPUTER SERVICES	GENERAL FUND	CLERK & TREASURER	887.98
				TOTAL:	887.98
FRENCH RENEKER ASSOCIATES INC	7/19/13	STREETS-REAP APP TRAIL EXT	GENERAL FUND	ROADS AND STREETS	600.00
				TOTAL:	600.00
GOPHER SPORT	7/19/13	PARK & REC - VBALL SUPPLIE	GENERAL FUND	PARK & RECREATION	449.98
				TOTAL:	449.98
GREATAMERICA LEASING CORP	7/12/13	ADMIN - COPIER LEASE	GENERAL FUND	CLERK & TREASURER	252.06
				TOTAL:	252.06
HARRY'S CUSTOM TROPHIES LTD	7/19/13	PARK & REC - SUPPLIES	GENERAL FUND	PARK & RECREATION	239.25
	7/19/13	PARK & REC - SUPPLIES	GENERAL FUND	PARK & RECREATION	261.25
				TOTAL:	500.50
HD CLINE COMPANY	7/16/13	CEMETERY - PARTS	GENERAL FUND	CEMETERY	3.25
				TOTAL:	3.25
HERB N LOU'S	7/19/13	PARK & REC - PIZZAS	GENERAL FUND	PARK & RECREATION	126.50
				TOTAL:	126.50
HY-VEE ACCOUNTS RECEIVABLE	7/19/13	P & R - LUNCH BUNCH SUPPLI	GENERAL FUND	PARK & RECREATION	321.99
				TOTAL:	321.99

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_	
ILOWA INVESTMENT INC	7/19/13	STREETS - F44 & 6TH ST PAT ROAD USE TAX		ROADS & STREETS	9,563.64_	
				TOTAL:	9,563.64_	
IOWA DEPARTMENT OF NATURAL RESOURCES	7/16/13	WATER - FY14 WATER SUPPLY	WATER FUND	WATER OPERATING	271.14	
	7/01/13	WATER- STAGG OPER CERT REN	WATER FUND	WATER OPERATING	60.00	
	7/01/13	SEWER - STAGG OPER CERT RE	SEWER FUND	SEWER OPERATING	60.00_	
	TOTAL:				391.14	
IOWA DEPARTMENT OF REVENUE	7/05/13	Y-001291401 GARNISHMENT	GENERAL FUND	NON-DEPARTMENTAL	307.49	
	7/19/13	Y-001291401 GARNISHMENT	GENERAL FUND	NON-DEPARTMENTAL	306.79	
	7/05/13	Y-001291401 GARNISHMENT	WATER FUND	NON-DEPARTMENTAL	102.50	
	7/19/13	Y-001291401 GARNISHMENT	WATER FUND	NON-DEPARTMENTAL	102.26	
	7/05/13	Y-001291401 GARNISHMENT	SEWER FUND	NON-DEPARTMENTAL	102.50	
	7/19/13	Y-001291401 GARNISHMENT	SEWER FUND	NON-DEPARTMENTAL	102.26_	
	TOTAL:				1,023.80	
IOWA LEAGUE OF CITIES	7/12/13	ADMIN - FY14 MEMBER DUES	GENERAL FUND	CLERK & TREASURER	1,126.00_	
				TOTAL:	1,126.00_	
IOWA ONE CALL	7/16/13	WATER/SEWER - SERVICE	WATER FUND	WATER OPERATING	30.15	
	7/16/13	WATER/SEWER - SERVICE	SEWER FUND	SEWER OPERATING	30.15_	
	TOTAL:				60.30	
JIPP'S ROOFING LLC	7/16/13	TH-ROOF REPLACED N BLDG	CIVIC CENTER	TOWN HALL	3,815.00_	
				TOTAL:	3,815.00_	
JOHNSON COUNTY EMERGENCY MANAGEMENT AG	7/12/13	FIRE - FY14 HAZMAT 28E AGR	GENERAL FUND	FIRE OPERATION	47.50_	
				TOTAL:	47.50	
JOHNSON COUNTY REFUSE INC.	7/05/13	RECYCLING - JUNE 2013	GENERAL FUND	SOLID WASTE	3,667.00_	
				TOTAL:	3,667.00	
KEVIN D OLSON	7/12/13	LEGAL SERVICES FOR JULY 20	GENERAL FUND	LEGAL SERVICES	1,500.00_	
				TOTAL:	1,500.00	
LEASE CONSULTANTS CORP	7/17/13	LIBRARY - COPIER LEASE	LIBRARY	LIBRARY	59.00_	
				TOTAL:	59.00	
LENOCH & CILEK	7/16/13	WATER - SUPPLIES	WATER FUND	WATER OPERATING	19.90_	
				TOTAL:	19.90	
LIBERTY COMMUNICATIONS	7/05/13	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	POLICE OPERATION	141.36	
	7/05/13	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	FIRE OPERATION	118.93	
	7/05/13	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	FIRE OPERATION	37.79	
	7/05/13	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	PARK & RECREATION	126.97	
	7/05/13	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	CLERK & TREASURER	252.70	
	7/05/13	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	LOCAL CABLE ACCESS	56.95	
	7/05/13	VARIOUS DEPTS - PHONE SERV	CIVIC CENTER	TOWN HALL	36.69	
	7/05/13	VARIOUS DEPTS - PHONE SERV	LIBRARY	LIBRARY	179.80	
	7/05/13	VARIOUS DEPTS - PHONE SERV	ROAD USE TAX	ROADS & STREETS	42.53	
	7/05/13	VARIOUS DEPTS - PHONE SERV	WATER FUND	WATER OPERATING	42.52	
	7/05/13	VARIOUS DEPTS - PHONE SERV	SEWER FUND	SEWER OPERATING	42.53_	
	TOTAL:				1,078.77	
	LINN COUNTY R.E.C.	7/05/13	STREETS - UTILITIES	GENERAL FUND	STREET LIGHTING	120.00_
					TOTAL:	120.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
LYNCH'S EXCAVATING INC	7/16/13	SEWER - MAIN & 6TH STREET	SEWER FUND	SEWER OPERATING	42,390.00
	7/16/13	SEWER - 6TH ST REPAIR #2	SEWER FUND	SEWER OPERATING	25,402.00
	7/16/13	SEWER - 6TH & MAIN STREET	SEWER FUND	SEWER OPERATING	5,756.00
				TOTAL:	73,548.00
MATT PARROTT/STOREY KENWORTHY	7/17/13	POLICE - BUSINESS CARDS	GENERAL FUND	POLICE OPERATION	50.48
				TOTAL:	50.48
MENARDS	7/16/13	STREETS/ADMIN/CABLE - SUPP	GENERAL FUND	CLERK & TREASURER	69.99
	7/16/13	STREETS/ADMIN/CABLE - SUPP	GENERAL FUND	LOCAL CABLE ACCESS	89.99
	7/16/13	STREETS/ADMIN/CABLE - SUPP	ROAD USE TAX	ROADS & STREETS	127.69
	7/19/13	STREETS - SUPPLIES	ROAD USE TAX	ROADS & STREETS	148.09
				TOTAL:	435.76
MIDWEST JANITORIAL SERVICE INC	7/12/13	LIB/TH/POLICE/ADMIN - CLEA	GENERAL FUND	POLICE OPERATION	43.33
	7/12/13	LIB/TH/POLICE/ADMIN - CLEA	GENERAL FUND	CLERK & TREASURER	78.00
	7/12/13	LIB/TH/POLICE/ADMIN - CLEA	CIVIC CENTER	TOWN HALL	221.00
	7/12/13	LIB/TH/POLICE/ADMIN - CLEA	LIBRARY	LIBRARY	294.67
				TOTAL:	637.00
MISCELLANEOUS V BETH NOE	7/19/13	BETH NOE:PR LOST ISLAND RE	GENERAL FUND	PARK & RECREATION	55.00
	6/28/13	01-52800-01	WATER FUND	WATER OPERATING	76.85
	6/28/13	01-90400-01	WATER FUND	WATER OPERATING	66.67
	7/19/13	JULIE SEXTON:PR LI TRIP RE	GENERAL FUND	PARK & RECREATION	55.00
	6/28/13	01-85350-00	WATER FUND	WATER OPERATING	60.70
	6/28/13	01-95060-03	WATER FUND	WATER OPERATING	47.87
	7/19/13	PATTI BEELER:PR DAYCAMP RE	GENERAL FUND	PARK & RECREATION	160.00
	7/19/13	SHARI HEICK:P&R LI TRIP RE	GENERAL FUND	PARK & RECREATION	55.00
	7/18/13	01-93880-00	WATER FUND	WATER OPERATING	3.89
				TOTAL:	580.98
MOORE'S WELDING INC	7/19/13	SEWER - SERVICE	SEWER FUND	SEWER OPERATING	490.45
				TOTAL:	490.45
MUCKLER, MATT	7/19/13	ADMIN-REIMB FOR MEALS & TR	GENERAL FUND	CLERK & TREASURER	195.86
				TOTAL:	195.86
MUNICIPAL SUPPLY INC.	7/16/13	WATER - SUPPLIES	WATER FUND	WATER OPERATING	241.77
				TOTAL:	241.77
NORTHWAY WELL AND PUMP COMPANY	7/16/13	WATER - WELL#2 ACID TREATM	WATER FUND	WATER OPERATING	14,000.00
	7/16/13	WATER - WELL#2 ACID TREATM	WATER FUND	WATER OPERATING	8,160.90
				TOTAL:	22,160.90
OASIS ELECTRIC LLC	7/16/13	WATER -REPAIR TO AERIATION	WATER FUND	WATER OPERATING	931.10
				TOTAL:	931.10
OFFICE DEPOT CREDIT PLAN	7/19/13	PARK & REC - OFFICE SUPPLI	GENERAL FUND	PARK & RECREATION	320.40
				TOTAL:	320.40
PITNEY BOWES GLOBAL FINANCIAL SERVICES	7/17/13	LIBRARY - POSTAGE METER LE	LIBRARY	LIBRARY	120.00
				TOTAL:	120.00
PITNEY BOWES PURCHASE POWER	7/16/13	ADMIN/WATER/SEWER - POSTAG	GENERAL FUND	CLERK & TREASURER	333.33
	7/17/13	LIBRARY - POSTAGE	LIBRARY	LIBRARY	500.00
	7/16/13	ADMIN/WATER/SEWER - POSTAG	WATER FUND	WATER OPERATING	333.34

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	7/16/13	ADMIN/WATER/SEWER - POSTAG	SEWER FUND	SEWER OPERATING	333.33_
				TOTAL:	1,500.00_
PLUNKETT'S PEST CONTROL INC	7/12/13	ADMIN - PEST SERVICE	GENERAL FUND	CLERK & TREASURER	45.76
	7/16/13	TOWN HALL - SERVICE	CIVIC CENTER	TOWN HALL	45.76_
				TOTAL:	91.52_
PORT 'O' JONNY INC.	7/16/13	PARK & REC - SERVICE	GENERAL FUND	PARK & RECREATION	83.00
	7/16/13	CEMETERY - SERVICE	GENERAL FUND	CEMETERY	83.00_
				TOTAL:	166.00_
PV PROPERTIES LLC	7/01/13	P&R - EARNEST MONEY PROPER	GENERAL FUND	PARK & RECREATION	5,000.00_
				TOTAL:	5,000.00_
PYRAMID SERVICES INC.	7/16/13	CEMETERY - SUPPLIES	GENERAL FUND	CEMETERY	116.41_
				TOTAL:	116.41
QC ANALYTICAL SERVICES LLC	7/16/13	SEWER - TESTING	SEWER FUND	SEWER OPERATING	584.00_
				TOTAL:	584.00_
QUALITY ENGRAVED SIGNS	7/12/13	ADMIN - PLAQUE	GENERAL FUND	CLERK & TREASURER	66.00
	7/18/13	ADMIN - SUPPLIES	GENERAL FUND	CLERK & TREASURER	44.68_
				TOTAL:	110.68
QUILL CORP	7/01/13	ADMIN - OFFICE SUPPLIES	GENERAL FUND	CLERK & TREASURER	47.00
	7/12/13	ADMIN - COPY PAPER	GENERAL FUND	CLERK & TREASURER	29.90
	7/12/13	ADMIN - OFFICE SUPPLIES	GENERAL FUND	CLERK & TREASURER	74.85
	7/12/13	ADMIN - OFFICE SUPPLIES	GENERAL FUND	CLERK & TREASURER	7.34
	7/12/13	ADMIN - OFFICE SUPPLIES	GENERAL FUND	CLERK & TREASURER	31.98
	7/12/13	ADMIN - CALCULATOR PAPER	GENERAL FUND	CLERK & TREASURER	9.09
	7/12/13	ADMIN - OFFICE SUPPLIES	GENERAL FUND	CLERK & TREASURER	11.03
	7/17/13	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	37.65
	7/17/13	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	9.09
	7/17/13	LIBRARY - LABELS	LIBRARY	LIBRARY	21.05
	7/17/13	LIBRARY - HEADPHONES	LIBRARY	LIBRARY	77.15
	7/17/13	LIBRARY - STICKERS	LIBRARY	LIBRARY	31.80
	7/17/13	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	24.74
	7/17/13	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	18.36_
				TOTAL:	431.03
MARK DIXON	7/12/13	ADMIN - B/W & COLOR COPIES	GENERAL FUND	CLERK & TREASURER	443.76_
				TOTAL:	443.76
RUSSELL, MELISSA	7/05/13	PARK&REC - REIMBURSEMENT	GENERAL FUND	PARK & RECREATION	15.88_
				TOTAL:	15.88
SCHIMBERG CO	7/16/13	STREETS - PIPE	ROAD USE TAX	ROADS & STREETS	491.52_
				TOTAL:	491.52
SCIENCE CENTER OF IOWA	7/17/13	LIBRARY-OUTREACH 7/16 PROG	LIBRARY	LIBRARY	200.00_
				TOTAL:	200.00_
SHANELLE M PEDEN	7/12/13	CABLE - VIDEOTAPING	GENERAL FUND	LOCAL CABLE ACCESS	150.00
	7/12/13	CABLE - VIDEOTAPING	GENERAL FUND	LOCAL CABLE ACCESS	150.00_
				TOTAL:	300.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
SHIMMIN, NICK	7/01/13	CABLE -REIMB FOR COMPACT F	GENERAL FUND	LOCAL CABLE ACCESS	67.64_
				TOTAL:	67.64_
SPRINGDALE AGENCY	7/05/13	INSURANCE ALL DEPTS FY14	GENERAL FUND	LOCAL CABLE ACCESS	200.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	POLICE OPERATIONS	780.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	POLICE OPERATIONS	5,517.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	POLICE OPERATIONS	2,350.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	POLICE OPERATIONS	1,357.50
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	POLICE OPERATIONS	1,419.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	FIRE OPERATION	735.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	FIRE OPERATION	364.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	FIRE OPERATION	4,004.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	ROADS & STREETS	7,443.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	ROADS & STREETS	5,225.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	ROADS & STREETS	8,880.50
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	ROADS & STREETS	4,202.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	ROADS & STREETS	1,554.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	LIBRARY	1,765.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	LIBRARY	500.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	PARK & RECREATION	400.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	PARK & RECREATION	250.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	PARK & RECREATION	283.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	CEMETERY	725.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	CEMETERY	2,240.50
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	CEMETERY	349.34
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	CLERK & TREASURER	1,280.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	CLERK & TREASURER	69.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	CLERK & TREASURER	1,089.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	CLERK & TREASURER	244.00
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	CLERK & TREASURER	1,357.50
	7/05/13	INSURANCE ALL DEPTS FY14	TORT LIABILITY	CLERK & TREASURER	1,719.00
	7/05/13	INSURANCE ALL DEPTS FY14	WATER FUND	WATER OPERATING	2,780.50
	7/05/13	INSURANCE ALL DEPTS FY14	WATER FUND	WATER OPERATING	1,589.00
	7/05/13	INSURANCE ALL DEPTS FY14	WATER FUND	WATER OPERATING	3,601.50
	7/05/13	INSURANCE ALL DEPTS FY14	WATER FUND	WATER OPERATING	349.33
	7/05/13	INSURANCE ALL DEPTS FY14	SEWER FUND	SEWER OPERATING	2,780.50
	7/05/13	INSURANCE ALL DEPTS FY14	SEWER FUND	SEWER OPERATING	2,686.50
	7/05/13	INSURANCE ALL DEPTS FY14	SEWER FUND	SEWER OPERATING	349.33_
				TOTAL:	70,439.00
SPRINT	7/12/13	POLICE - SERVICE	GENERAL FUND	POLICE OPERATION	179.97_
				TOTAL:	179.97_
STATE HYGIENIC LAB. ACCT.REC.	7/16/13	WATER - TESTING	WATER FUND	WATER OPERATING	73.00_
				TOTAL:	73.00_
THOMAS HEATING & AIR LLC	7/12/13	FIRE - SERVICE	GENERAL FUND	FIRE OPERATION	476.00_
				TOTAL:	476.00_
TREASURER STATE OF IOWA	7/11/13	IOWA SALES TAX PMT JUNE 20	WATER FUND	WATER OPERATING	1,918.46
	7/11/13	IOWA SALES TAX PMT JUNE 20	SEWER FUND	WATER OPERATING	319.54_
				TOTAL:	2,238.00
UPS	7/05/13	SEWER - SHIPPING	SEWER FUND	SEWER OPERATING	24.44
	7/05/13	SEWER - SHIPPING	SEWER FUND	SEWER OPERATING	24.44
	7/16/13	SEWER - SHIPPING	SEWER FUND	SEWER OPERATING	24.34

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	7/19/13	SEWER - SHIPPING	SEWER FUND	SEWER OPERATING	24.34_
				TOTAL:	97.56_
UPSTART	7/17/13	LIBRARY - T-SHIRTS	LIBRARY	LIBRARY	94.95
	7/17/13	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	7.50_
				TOTAL:	102.45_
US CELLULAR	7/05/13	POLICE - PHONE SERVICE	GENERAL FUND	POLICE OPERATION	209.48
	7/05/13	FIRE - PHONE SERVICE	GENERAL FUND	FIRE OPERATION	29.58
	7/05/13	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	PARK & RECREATION	65.40
	7/05/13	VARIOUS DEPTS - PHONE SERV	ROAD USE TAX	ROADS & STREETS	79.82
	7/05/13	VARIOUS DEPTS - PHONE SERV	WATER FUND	WATER OPERATING	79.83
	7/05/13	VARIOUS DEPTS - PHONE SERV	SEWER FUND	SEWER OPERATING	79.83
				TOTAL:	543.94_
USA BLUE BOOK	7/16/13	WATER - SUPPLIES	WATER FUND	WATER OPERATING	1,615.80
	7/16/13	WATER - SUPPLIES	WATER FUND	WATER OPERATING	1,511.87_
				TOTAL:	3,127.67_
VEENSTRA & KIMM INC.	7/12/13	ENG SRVS FOR STORM UTILITY	GENERAL FUND	LEGAL SERVICES	344.00
	7/12/13	ENG FOR W MAIN ST STORM PV	GENERAL FUND	LEGAL SERVICES	1,034.10
	7/12/13	ENG SRV FOR W MAIN ST STOR	GENERAL FUND	LEGAL SERVICES	71.40
	7/19/13	P&Z - ENG FOR BP DRIVEWAY	GENERAL FUND	COMMISSION	171.80
	7/19/13	P&Z - ENG FOR HILLTOP WALL	GENERAL FUND	COMMISSION	354.00
	7/19/13	P&Z - ENG FOR LNG GAS PLAN	GENERAL FUND	COMMISSION	370.95
	7/17/13	STREETS - ENG 280TH & N DO	ROAD USE TAX	ROADS & STREETS	2,585.88
	7/16/13	ENG SRVS FOR 280TH & N DOW	ROAD USE TAX	ROADS & STREETS	974.45
	7/16/13	ENG SRVS FOR 280TH & N DOW	ROAD USE TAX	ROADS & STREETS	61.90
	7/16/13	ENG SRVS FOR 280TH & N DOW	ROAD USE TAX	ROADS & STREETS	987.55
	7/16/13	SEWER-ENG LIFT STATION RES	SEWER FUND	SEWER OPERATING	1,250.39_
				TOTAL:	8,206.42_
WAGWORKS	7/11/13	FLEX - MUCKLER DCFSA2013	BC/BS FLEXIBLE BEN	INVALID DEPARTMENT	198.02_
				TOTAL:	198.02_
WALMART COMMUNITY/GEMB	7/17/13	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	144.64
	7/17/13	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	497.39_
				TOTAL:	642.03_
WEST BRANCH FIREFIGHTERS	7/01/13	FIRE - FY14 PAYROLL DUES	GENERAL FUND	FIRE OPERATION	31,284.00
	7/09/13	FIRE - BALANCE OF FY14 PAY	GENERAL FUND	FIRE OPERATION	571.00_
				TOTAL:	31,855.00_
WEST BRANCH REPAIRS	7/17/13	POLICE - SERVICE	GENERAL FUND	POLICE OPERATION	351.59_
				TOTAL:	351.59_
WEST BRANCH TIMES	7/17/13	LEGAL/WATER/P&R - PUBLICAT	GENERAL FUND	PARK & RECREATION	76.13
	7/17/13	LEGAL/WATER/P&R - PUBLICAT	GENERAL FUND	LEGAL SERVICES	436.58
	7/17/13	LEGAL/WATER/P&R - PUBLICAT	WATER FUND	WATER OPERATING	131.25_
				TOTAL:	643.96_
WEX BANK	7/17/13	POLICE - FUEL	GENERAL FUND	POLICE OPERATION	388.42_
				TOTAL:	388.42_
WHITE CAP CONSTRUCTION SUPPLY	7/16/13	STREETS - BURLAP	ROAD USE TAX	ROADS & STREETS	407.60_
				TOTAL:	407.60_

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
**PAYROLL EXPENSES	7/01/2013 - 7/31/2013		GENERAL FUND	POLICE OPERATION	12,105.36
			GENERAL FUND	ROADS AND STREETS	5,804.68
			GENERAL FUND	PARK & RECREATION	3,469.05
			GENERAL FUND	CEMETERY	6,525.31
			GENERAL FUND	MAYOR AND COUNCIL	200.00
			GENERAL FUND	CLERK & TREASURER	4,421.45
			GENERAL FUND	LOCAL CABLE ACCESS	1,050.39
			LIBRARY	LIBRARY	7,438.98
			ROAD USE TAX	ROADS & STREETS	84.70
			WATER FUND	WATER OPERATING	6,938.78
			SEWER FUND	SEWER OPERATING	6,307.18
				TOTAL:	54,345.88

===== FUND TOTALS =====

001	GENERAL FUND	121,665.04
022	CIVIC CENTER	4,335.71
031	LIBRARY	14,243.38
036	TORT LIABILITY	56,102.34
110	ROAD USE TAX	23,225.43
112	TRUST AND AGENCY	2,942.25
226	GO DEBT SERVICE	8,364.57
600	WATER FUND	53,659.57
610	SEWER FUND	103,674.95
950	BC/BS FLEXIBLE BENEFIT	198.02
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	GRAND TOTAL:	388,411.26
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SELECTION CRITERIA

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SELECTION OPTIONS

VENDOR SET: 01-City of West Branch  
VENDOR: All  
CLASSIFICATION: All  
BANK CODE: All  
ITEM DATE: 6/28/2013 THRU 7/31/2013  
ITEM AMOUNT: 9,999,999.00CR THRU 9,999,999.00  
GL POST DATE: 0/00/0000 THRU 99/99/9999  
CHECK DATE: 0/00/0000 THRU 99/99/9999

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PAYROLL SELECTION

PAYROLL EXPENSES: YES  
CHECK DATE: 7/01/2013 THRU 7/31/2013

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PRINT OPTIONS

PRINT DATE: Item Date  
SEQUENCE: By Vendor Sort  
DESCRIPTION: Item  
GL ACCTS: NO  
REPORT TITLE: C O U N C I L R E P O R T  
SIGNATURE LINES: 0

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PACKET OPTIONS

INCLUDE REFUNDS: YES  
INCLUDE OPEN ITEM:NO

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This agreement communicates our commitment to use the *National Career Readiness Certificate* (NCRC) as a means to document an individual's essential work-related skills.

**Employer Commitments:**

- We will recommend the *National Career Readiness Certificate* in hiring and/or promotion practices for one or more positions in our organization.
- We give permission to use our organization's name in public awareness efforts to promote the *National Career Readiness Certificate*.

**Employer Information:**

Name of Company: \_\_\_\_\_

Key Contact: \_\_\_\_\_

Key Contact Title/Role: \_\_\_\_\_

Phone: \_\_\_\_\_ EXT: \_\_\_\_\_ Email Address: \_\_\_\_\_

Company Address: \_\_\_\_\_

City: \_\_\_\_\_ State: Iowa ZIP: \_\_\_\_\_ County: \_\_\_\_\_

Number of Employees: \_\_\_\_\_ Industry: \_\_\_\_\_

Does this letter of commitment apply to this single site or does it extend to other locations for your business?

- Single Site     All Locations (in Iowa)     Other (describe all covered locations below)

Specific Locations:

Employer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*The National Career Readiness Certificate is an ACT® product based on the WorkKeys® program.*



NATIONAL  
CAREER READINESS  
CERTIFICATE®

# CERTIFY

## YOUR WORKFORCE



™ PART OF THE  
**WORK**READY SYSTEM

**ACT**®

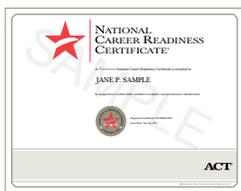
[ACT.ORG/WORKFORCE](https://act.org/workforce)

# CERTIFY YOUR WORKFORCE

The National Career Readiness Certificate (NCRC™) is an industry-recognized, portable, evidence-based credential that certifies essential skills needed for workplace success.

This credential is used across all sectors of the economy and verifies the following cognitive skills:

- Problem solving
- Critical thinking
- Reading and using work-related text
- Applying information from workplace documents to solve problems
- Applying mathematical reasoning to work-related problems
- Setting up and performing work-related mathematical calculations
- Locating, synthesizing, and applying information that is presented graphically
- Comparing, summarizing, and analyzing information presented in multiple related graphics



INDIVIDUALS CAN EARN THE NCRC BY TAKING THREE WORKKEYS® ASSESSMENTS:

- **APPLIED MATHEMATICS** *WorkKeys assessments measure "real world" skills that employers believe are critical to job success. Test questions are based on situations in the everyday work world.*
- **LOCATING INFORMATION**
- **READING FOR INFORMATION**

CERTIFICATE LEVEL	LEVEL SCORE REQUIREMENTS	PERCENTAGE OF QUALIFIED JOBS IN WORKKEYS DATABASE*
<b>Platinum</b>	Minimum score of <b>6</b> on each of the three core areas	Examinee has necessary foundational skills for <b>99%</b> of the jobs in the WorkKeys database
<b>Gold</b>	Minimum score of <b>5</b> on each of the three core areas	Examinee has necessary foundational skills for <b>93%</b> of the jobs in the WorkKeys database
<b>Silver</b>	Minimum score of <b>4</b> on each of the three core areas	Examinee has necessary foundational skills for <b>67%</b> of the jobs in the WorkKeys database
<b>Bronze</b>	Minimum score of <b>3</b> on each of the three core areas	Examinee has necessary foundational skills for <b>16%</b> of the jobs in the WorkKeys database

\* The Certificate is only one of many selection criteria employers use when hiring and promoting. Earning the National Career Readiness Certificate is not a substitute for meeting other job requirements. Employers who require specific levels of WorkKeys scores are encouraged to perform a job analysis. Learn more at [act.org/workkeys/analysis](http://act.org/workkeys/analysis).

## NCRC PLUS

Foundational knowledge and skills related to job tasks are the most valid predictors of work performance. Combining measures of cognitive skills with measures of work-related behaviors—or soft skills—brings even greater accuracy to predictions about an individual’s success at work or in training. In addition to the cognitive skills listed earlier, the NCRC Plus ranks individuals in the following soft skills categories:

### WORK DISCIPLINE

Productivity and dependability

### TEAMWORK

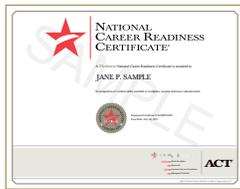
Tolerance, communication, and attitude

### CUSTOMER SERVICE ORIENTATION

Interpersonal skills and perseverance

### MANAGERIAL POTENTIAL

Persuasion, enthusiasm, and problem solving



NCRC PLUS RANKING	SCORE REQUIREMENTS FOR EACH SOFT SKILL CATEGORY
★	≤ 25%
★★	26–50%
★★★	51–75%
★★★★	76–100%

Individuals can earn the NCRC Plus by taking the WorkKeys *Talent* assessment.

The *Talent* assessment is not required to qualify for a National Career Readiness Certificate.

The foundational skills certified by the NCRC and the NCRC Plus are recognized by thousands of employers as essential for workplace success and career advancement.

Visit [nationalcareerreadiness.org](http://nationalcareerreadiness.org) to learn more about the power of the NCRC and NCRC Plus to help:

### CAREER SEEKERS

Provide employers with verifiable evidence of their job skills

### EMPLOYERS

Screen applicants and find the right workers for jobs at all levels, as well as make decisions about training and advancement of current employees

### EDUCATORS

Ensure that their students are ready for meaningful careers

### INDUSTRY ASSOCIATIONS

Adopt the NCRC as the foundational credential of their skills certification systems

### WORKFORCE DEVELOPERS

Help to supply employers with workers possessing the necessary skills to meet demand

### ECONOMIC DEVELOPERS

Inform businesses’ decisions about where to locate or expand by demonstrating the skill level of regional labor sheds



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## WorkKeys®



**ASSESS** YOUR WORKFORCE. WorkKeys assessments measure workplace skills critical to job success. These skills are valuable for any occupation—skilled or professional—at any level of education, and in any industry. More than 10 million WorkKeys assessments have been administered. [workkeys.com](http://workkeys.com)

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## ACT® PRO

Professional Credentialing Services



**CERTIFY** YOUR WORKFORCE. ACT® Pro—ACT Professional Credentialing Services—offers more than 35 years of experience in providing clients with a full range of customized testing services. ACT's knowledgeable, experienced staff establishes working relationships with credentialing organizations to identify and fulfill their needs. ACT maintains the highest standards of quality and performance for examination programs. As an industry leader in psychometric research, ACT focuses on validity, reliability, and standard setting. [act.org/workforce](http://act.org/workforce)



**CERTIFY** YOUR WORKFORCE. The National Career Readiness Certificate, issued by ACT, is an industry-recognized, portable, evidence-based credential that certifies essential skills needed for workplace success.

[nationalcareerreadiness.org](http://nationalcareerreadiness.org)



**DEVELOP** YOUR WORKFORCE. KeyTrain® is the complete interactive learning tool for career readiness skills. At its foundation is a curriculum designed to help people master the applied workplace skills measured by the WorkKeys® assessments. This core curriculum is complemented by diagnostic tools, soft skills training, and powerful reporting capabilities to form a robust career readiness learning system. [workkeys.com](http://workkeys.com)

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## Scholarship and Recognition Services



**RECOGNIZING** EXCELLENCE. **PROMOTING** OPPORTUNITY. ACT is a nonprofit organization with one guiding purpose: helping people achieve education and workplace success. Scholarship programs support this mission. ACT's Scholarship and Recognition Services offer a full spectrum of consulting and program management services to organizations that provide scholarships for education and career development. [act.org/recognition](http://act.org/recognition)



# Closing Iowa's Skills Gap

The mismatch between skills required for jobs and skills of the workforce can have a significant impact on productivity and revenue across all industries. Middle-skill jobs — those requiring more than a high school diploma up to an associate degree — account for more than 50 percent of available jobs in Iowa, yet only 33 percent of the workforce has the necessary skills to fill these roles.

The Skilled Iowa Initiative works to increase skill levels of Iowa's workforce — which helps people find great jobs, companies find skilled workers, and our state's economy grow and prosper.

## Credible Testing Delivers Results

Skilled Iowa uses a universal testing system based on ACT's world-renowned WorkKeys® assessment that rates the skills and abilities of students and those in Iowa's workforce, awarding a National Career Readiness Certificate (NCRC) upon completion of the program. Testing "real world" skills using everyday work situations is a reliable predictor of workplace success.

The NCRC is available to individuals at no cost and is useful in a broad range of career pathways. To earn a certificate, an individual must take the assessment in applied mathematics, locating information, and reading for information. Based on scores, individuals can earn one of four levels of certification, each aligned with specific jobs in the WorkKeys database:

- Platinum level
- Gold level
- Silver level
- Bronze level

With the NCRC, employers are assured applicants have necessary foundational skills, and job seekers quickly demonstrate their qualifications before the initial interview. Imagine the impact to the local economy as more businesses and job seekers continue to use the NCRC program.



"The Skilled Iowa Initiative is a critical step in dealing with the skilled labor shortages affecting Iowa. In order to overcome this challenge, education, government and private industry must work together for innovative solutions."

Governor Terry E. Branstad

"The NCRC program allows us not only to identify whether potential employees are available and affordable, but also to determine if they are capable of performing the work. It is an innovative response to the workforce issue."

Ronald R. Reed, President & CEO,  
Mercy Iowa City

The NCRC — offered at no cost to any Iowa student or worker by Skilled Iowa — helps people find great jobs, companies find skilled workers, and our state's economy grow and prosper.

Learn more online at [SkilledIowa.org](http://SkilledIowa.org)



# Everyone Wins with a Globally Competitive Workforce

NCRC: A Common Language to Improve the Quality of the Workforce

EMPLOYERS

## Bottom-Line Impact

Employers need reliable ways to measure foundational skills to ensure they are hiring the most qualified, trainable candidates. The NCRC helps employers identify and invest in employees who can make real contributions to their businesses. Employers across the nation are using the NCRC to take some of the uncertainty out of the hiring process.

- Find qualified workers more easily
- Determine if applicants have the right skills for open jobs with proven, verifiable means
- Reduce turnover and training costs
- Increase on-the-job productivity
- Influence higher employee morale and job satisfaction

**Become a Skilled Iowa Employer Today! Visit [SkilledIowa.org](http://SkilledIowa.org).**

The National Career Readiness Certificate (NCRC) evaluates and validates the skill sets and competencies essential for a globally competitive workforce across a range of industries.

- Business and industry leaders know exactly what foundational skills they need for a productive workforce – and can easily communicate their needs
- Individuals understand what skills are required by employers – and how to prepare themselves for success
- Educators close the skills gap using tools aligned with career pathways
- Economic developers use an on-demand reporting tool to market the quality of the workforce

EMPLOYEES

## Better Chances in Iowa's Job Market

Iowans can complete the no-cost testing to qualify for an NCRC in a few short hours. An NCRC demonstrates job skills to current and potential employers, giving certificate-holders an edge over other applicants.

- Showcase verifiable job skills to accelerate careers
- Reduce the amount of time it takes to find new or better employment
- Get an advantage over other job applicants and stand out from the crowd of resumes
- Learn about valuable job training opportunities
- Prepare for career change and advancement

Thousands of employers in Iowa use the NCRC in their hiring decisions for all levels of jobs. **Get Certified. Get Hired. Visit [SkilledIowa.org](http://SkilledIowa.org) for a list of testing locations and participating employers.**

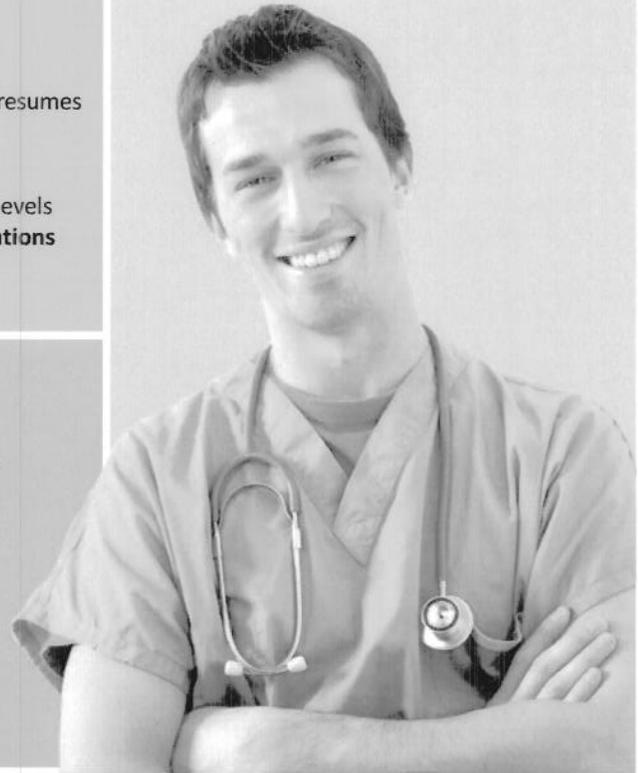
COMMUNITIES

## Economic Growth

Skilled Iowa Communities have a large percentage of member businesses and employers using the NCRC, attracting more qualified workers. Skilled workers attract more businesses, which impacts the local economy.

- Valuable tool to attract new business to the area
- Proof of a talented workforce to fill current and future jobs
- Economic growth opportunities

Skilled Iowa offers job training and marketability of the workforce to drive future economic growth. **Visit [SkilledIowa.org](http://SkilledIowa.org) today!**



For more information on how your community or business can participate in the Skilled Iowa Initiative, contact Denise Schippers at 515-281-7538 or [Denise.Schippers@iwd.iowa.gov](mailto:Denise.Schippers@iwd.iowa.gov).

Learn more online at [SkilledIowa.org](http://SkilledIowa.org)





## Consortium Employer Participation List

- 6<sup>th</sup> Judicial District Department of Correctional Services
- A-Lert Construction Services, a division of Centurion Industries, Inc.\*
- Acme Graphics, Inc.\*
- ACRO Manufacturing Corporation\*
- ACT Inc.\*
- ADM – Cedar Rapids Locations
- Advanced Traffic Control, Inc
- Aerotek
- ALPLA, Inc.
- American Profol, Inc.
- Anamosa Chamber of Commerce\*
- Anamosa Community School District
- Area Substance Abuse Council, Inc.
- Associated Materials Incorporated\*
- Aventure Capital Group\*
- Aventure Staffing
- Bankers Advertising Company
- Bazooka Farmstar Inc.\*
- Bennett Machine & Fabricating Inc\*
- Bentley Manufacturing & Machine Shop Inc\*
- Benton County
- Benton Development Group
- Big Ten Rentals\*
- Bio Springer North America Corporation\*
- Calacci Construction Co. Inc
- Cedar County Economic Development\*
- Cedar Rapids Metro Economic Alliance
- Cedar Valley Bank & Trust\*
- CEI Equipment Company, Inc.\*
- Cell Tech, Inc.
- Center Point Urbana Schools
- Central Iowa Power Cooperative (CIPCO)
- Centro Inc.\*
- Citizens Savings Bank
- Citizens State Bank
- City of Anamosa
- City of Belle Plaine
- City of Cedar Rapids\*
- City of Iowa City\*
- City of Keystone
- City of Monticello
- City of Mount Vernon\*
- City of North Liberty\*
- City of Oxford Junction
- City of Palo\*
- City of Springville
- City of Urbana\*
- City of Vinton
- City of Washington
- City of West Branch
- CIVCO Medical Solutions
- Clarion Hotel & Convention Center\*
- Climate Engineers, Inc.
- Clinic of Electrology and Laser\*
- Clipper Windpower, Inc.
- Cole's Quality Foods, Inc.\*
- Color Web Printers – A division of Gazette Communications\*
- CompleWare Corporation\*
- Computer Software Development Incorporated\*
- Cranky Hanks Pizza\*
- CRST International, Inc.\*
- Crystal Group
- Cummins Manufacturing, Inc.\*
- Dakota Red Incorporated
- D B Acoustics Inc.
- DC Taylor Roofing Company\*
- DeLong Construction Inc.
- Dental Equipment: Supply Corporation\*
- Dental Prosthetic Services\*
- Diversity Focus
- DKM Manufacturing, Inc.\*
- Don Hummer Trucking
- D & R Engines and Machine Inc
- Economy Advertising Company
- Eldon C. Stutsman, Inc
- Electro-Coatings of Iowa, Inc.\*
- Encompass

\* These Employers are also a supporter of the IowaWORKS Skilled Iowa Initiative

Updated 06/14/2013

- Energy Mtg. Co. Inc
- Energy Shield Distribution LLC
- Engineered Building Design
- Enlighten Technologies Inc.\*
- ESP International\*
- Evergreen Packaging\*
- Farmer's All Natural Creamery
- Freedom Security Bank
- Frontier Natural Products\*
- Garment Designs, Inc.
- Gazette Communications
- GEICO (Government Employees Insurance Co.)
- Geonetric Technologies
- Gleason Electric Company, Inc\*
- Goodwill of the Heartland\*
- Graham Packaging
- Gudenkauf Trucking LLC\*
- Hanna Plumbing and Heating Inc.\*
- Hawkeye Area Community Action Program, Inc.
- Hawkeye Ready Mix
- Highway Equipment Company
- Hunter's Specialties
- HyVee Store, 1201 North Dodge, Iowa City
- HyVee Store, 1720 Waterfront Drive, Iowa City
- HyVee Store, 812 South First Ave, Iowa City
- HyVee Store, 1914 8<sup>th</sup> St, Coralville
- HyVee Store, Washington
- ImOn Communications\*
- Infinity Contact\*
- Innovative Ag Services
- Integrated DNA Technologies, Inc.
- International Automotive Components\*
- Invisaflects LCC
- Iowa City Area Chamber of Commerce\*
- Iowa City Area Development Group\*
- Iowa Clinical Research Corporation
- Iowa Humane Alliance\*
- Iowa Renewable Energy, LLC
- Iowa Workforce Development\*
- JASE Staffing Solutions
- Jones Regional Medical Center
- Jones County
- Jones County Economic Development\*
- Jones County Farm Bureau
- Jones County Tourism Association\*
- JS Powersports
- Julin Printing Company
- Jym Bag Company
- Kaplan University\*
- Kathy's Pies, Inc.
- KCRG-TV9
- Kenworth of Cedar Rapids\*
- Kerry Ingredients
- Kids Inc.
- King's Material Inc.
- KINZE Manufacturing, Inc.
- Kirkwood Community College\*
- Lacey Plumbing
- Lending Hands Incorporated
- Level 10
- Life Investors Insurance Company of America
- Linn County\*
- Linn County REC
- Linnhaven, Inc.
- Linn-Mar Community School District
- Litow & Pech, P.C.
- Lynch Ford Chevrolet Pontiac\*
- Manpower – Cedar Rapids\*
- Manpower – Iowa City\*
- Maquoketa Valley Electric Cooperative
- Marion Economic Development Company
- Marion Iron Company
- Mark Zimmerman Auto Center
- Marquart Concrete Products
- Mass Mutual Financial Group – Cedar Rapids
- Mass Mutual Financial Group – Iowa City
- M-C Industries
- MEDCO\*
- Mediacom\*
- Mercy Iowa City\*
- Mercy Medical Center\*
- Midwest Metal Products\*
- Mid Prairie Community School District
- Modine Manufacturing Company
- Monticello Area Chamber of Commerce\*
- Mound View Neighborhood Resource Center
- Mount Vernon/Lisbon Chamber of Commerce
- Mount Vernon/Lisbon Community Development Board
- National Genecular Institute, Inc.
- Nesper Sign Inc.\*
- Nordstrom Direct
- Oehl Plumbing and Heating\*
- Office Expressions
- ORBIS Corporation\*
- Pearson
- Penford Products Co.
- Pickwick Manufacturing Services\*

\* These Employers are also a supporter of the IowaWORKS Skilled Iowa Initiative

Updated 06/14/2013

- Powercom Motor Control Corporation\*
- PMX Industries\*
- PRC, LLC
- Premier Enterprising Company
- Premier Grain Farms
- Professional Proteins, Ltd.\*
- Proteus Incorporated\*
- Pro Tow LLC\*
- Quality Associates
- Quintrex Data Systems Corp.
- Raining Rose Inc.
- Red Star Yeast Company\*
- Reinhart Food Service\*
- Remedy Intelligent Staffing – Cedar Rapids\*
- Remedy Intelligent Staffing – Iowa City/Coralville\*
- Remedy Intelligent Staffing – Waterloo\*
- Rentokil dba Presto-X\*
- Rick Meyer Insurance Agency
- Rinderknecht Associates Inc.
- Riverside Casino and Golf Resort
- Rockwell Collins, Inc.
- RR Donnelley
- RWD Travel
- Sav-Half Greeting Cards\*
- Sedona Staffing Services
- Schlabaugh & Sons
- Schneider Electric
- Security Coverage, Inc.\*
- Shelter House
- Shive-Hattery Inc.
- Solon Community School District\*
- Star Appliance
- St Luke's Hospital\*
- Squaw Creek Millwork, Inc.
- Taylor Roofing, Inc.
- Temporary Resources Inc.\*
- The Cellular Connection
- Thoms Consultants
- Thrivent Financial for Lutherans
- Tipton Structural Fabrication\*
- TMone
- Toyota Financial Services\*
- Transamerica, An AEGON Company\*
- Triangle Agri Service
- Tru Art Color Graphics
- TSF Structures Incorporated\*
- United Way of East Central Iowa
- U.S. Nameplate Co.
- Van Meter Industries Incorporated
- Vinton Public Library
- Vinton Shellsburg Schools
- Vinton Unlimited\*
- VOLT Workforce Solutions – Cedar Rapids
- Washington Chamber of Commerce\*
- Washington Community School District
- Washington Community YMCA/YWCA
- Washington County
- Washington Economic Development Group
- Washington Evening Journal
- Weber Stone Company
- Welter Storage
- West Chester Savings Bank\*
- West Music Company, Inc.\*
- Whirlpool Corporation
- Whitesell Corporation
- Williamsburg Chamber of Commerce
- Willis Dady Emergency Shelter
- Workplace Learning Connection
- Workplace Solutions, LLC
- Worley

Endorsed by:

Association of Business and Industry,  
National Association of Manufacturers,  
Regional Workforce Investment Board,  
Employers Council of Iowa – Cedar Rapids Chapter,  
Eastern Iowa Human Resource Association,  
Iowa Senior Human Resources Association,  
And Iowa's Society for Human Resources Management  
Council

The Technology Corridor  
Skills Advantage  
Employer Consortium Letter of Intent



You endorse this strategy and participate by joining the Skills Advantage Consortium through this official letter of intent. Requirements of consortium members include:

20

1. Provide permission to use your company name and logo in consortium developed material addressing the Skills Advantage project.
2. List the Skills Advantage certificate as a recommended or required step in your company's job application process.
3. Refer the applicant to an established testing location or administer the skill assessments on which the Skills Advantage is based.

Please indicate optional ways you would also be willing to use the certificate. These are optional, not required:

- \_\_\_\_\_ Communicate assessment results with unsuccessful job applicants and refer them to an educational training provider for additional skill training.
- \_\_\_\_\_ Provide Skills Advantage applicants incentives rewarding them for demonstrating their skills through earning a Certificate. Such incentives could include priority treatment in the job application process and paying a differential salary/hourly wage at point of job entry.
- \_\_\_\_\_ Provide summer internships for Skills Advantage qualified college/high school applicants.
- \_\_\_\_\_ Periodically volunteer to serve as a resource to education and training organizations to meet with students to communicate the importance of individuals having the necessary skills to succeed in the workplace.
- \_\_\_\_\_ Other (Please tell us other ways you plan to use the certificate.)

City of West Branch, Iowa  
Name of Employer

Sandy Hatfield  
Printed Name of Employer Official

Sandy Hatfield  
Signature of Official of Employer

10/22/08  
Date

The letter of intent is effective for three years. If an employer no longer wishes to participate in the consortium, written notification must be provided 30 days prior to: Dee Baird, Kirkwood Community College, Skills Advantage Consortium, P.O. Box 2068, Cedar Rapids, Iowa 52406.

ORDINANCE NO. 713

AN ORDINANCE AMENDING CHAPTER 65 "STOP OR YIELD REQUIRED."

WHEREAS, the West Branch City Council finds it in the best interest of the residents of the West Branch to have two stop signs installed on Oliphant Street at the intersection of Main Street for westbound and eastbound traffic to provide for the safety of the West Branch Community.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of West Branch, Cedar County, Iowa:

Section 1. Amendment. The Code of Ordinances is hereby amended by the City Council of West Branch, Iowa by adding the following language to Title, "TRAFFIC AND VEHICLES", Chapter 65, "STOP OR YIELD REQUIRED", Section 65.02, STOP REQUIRED.

56. Main Street on both the east and west approach to its intersection with Oliphant Street.

Section 2. Conflicts. All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.

Section 3. Adjudication. 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 the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 4. Effective Date. This ordinance shall be in full force and effect after its passage, approval and publication as required by law.

\*\*\*\*\*

Passed and approved this 22nd day of July, 2013.

First Reading: July 8, 2013  
Second Reading: July 22, 2013  
Third Reading:

\_\_\_\_\_  
Mark Worrell, Mayor

ATTEST:

\_\_\_\_\_  
Matt Muckler, City Administrator/Clerk

## Main & Oliphant Traffic Control Options

### Options

- Option #1 – Two permanent stop signs
- Option #2 – Two new oversized fold-down stop signs
- Option #3 – School Aide Crossing Guard at Main & Oliphant
- Option #4 – City-wide traffic study
- Option #5 – Two flashing crossing signs (something like the ones below)
- Option #6 – Two School zone flashing lights (something like the ones below) –
- Option #7 – Two stoplights (similar to the lights located on NPS property on Parkside Drive, where pedestrians press a button to activate a red light)

### Cost Estimate

- \$250
- \$400
- \$2,700/year
- \$7,500\*
- \$7,500-\$10,000
- \$20,000-\$30,000\*\*
- \$60,000-\$70,000\*\*\*

#### OPTION 5



#### OPTION 6



\* This would be the cost to conduct traffic counts, set up the model for the existing conditions, and do a preliminary analysis of current conditions. We do not know the scope for modeling future improvements. This is typically done at an hourly rate based on each scenario requested.

\*\* Depends on availability of electricity and how complex the controller is.

\*\*\* This does not include any improvements to sidewalk ramps on either side. The ramps at the intersection don't appear to meet ADA and significant work would be required to bring that into compliance. This price is for one crossing and should be located at mid block. If the intersection is fully signalized (signals on Oliphant too) with this arrangement, the cost will increase.

To: Matt Muckler, Mayor Don Kessler and members of City Council

From: Anissa Gerard, West Branch resident and traffic engineer for 10 years

After reading the article in the West Branch times on Thursday, September 13, 2012 about leaving the flip-up stop signs up permanently, I felt compelled to educate you on some of the “rules” traffic engineers follow and express my opinion as a citizen of West Branch.

Traffic engineers and public governments are required to follow a guidebook called the Manual on Uniform Traffic Control Devices or MUTCD for short. This is periodically updated to include new and acceptable ideas. There is a federal version for the entire United States and there is an Iowa version. In this manual we are required to use the guidelines set before us for installing a Multi-way Stop sign (section 2B.07). This section lists criterion that should be met before installing a multi-way stop sign.

My position is that this should NOT be made a permanent all-way stop controlled intersection. Let me explain why.

1. The federal version of the MUTCD does not even allow flip up stop signs thus Iowa writes an amendment to allow them for small communities. Very few states allow flip up stop signs.
2. None of the criterion are met to justify installation of an all way stop. There is one that MAY allow the all way stop depending on engineering judgment and that is to control vehicle/pedestrian conflicts where there are HIGH volumes of pedestrians. This in my opinion is not high pedestrian volume. In a typical day my guess would be there would be less than 25 pedestrians in an hour unless the track or cross country teams are running. That means the stop sign is unwarranted. If in fact people believe there are a high number of pedestrians, a gap study can be performed to evaluate if there is enough acceptable gaps for children to cross safely. I would be happy to perform this study free of charge if desired (the stop sign would have to be left down to assess the amount of free flow traffic).
3. Installing unwarranted stop signs, as I feel this would be, only encourages people to not stop at legitimate stop signs. You get people who will “roll through” since 95% of the day there is not a need for a stop sign. My opinion is that we already have a problem with motorists “rolling through” the existing stop signs that aren’t necessary.
4. Stop signs are not to be used to “slow motorists down”. One council member mentioned more patrol of the speed in this area. Several years ago my son and I did a speed study on the Orange Street hill and Greenview Circle where there was a “perceived” issue of speeding. It turned out that 85% of the motorists were actually going 30 mph or less (5 miles over the speed limit). You will never get rid of that 15% of speeders unless you patrol similar to the city of University Heights. Police patrol is the only way to reduce speeding IF there is actually a speeding problem (which I doubt).
5. Mayor Don Kessler pointed out that Main Street is frequently used as a detour for Interstate 80. I can’t imagine that truck traffic stopping and starting on that hill and the traffic impacts through town. I think that is a bad idea.

6. CONFUSION! There is currently much confusion at that intersection anyway.. Some vehicles stop with no stop sign up and some don't stop with the stop sign up. Either way, pedestrians are at risk. Parents should always tell their children to never trust a vehicle will stop even if they are supposed to. Educate children. This will help them in college also where things in Iowa City and other cities are much different than West Branch.
7. One council member also pointed out that the pedestrian has the right of way always. Well, if the crosswalk is painted yes the pedestrian has the right of way with or without the stop sign.
8. There are also two marked crosswalks to the east for children from the east and south; one at Jack and Jill that is all way stop controlled and another by The Groom Station. These are established crosswalks in the community and provide alternatives for safe crossing for elementary children that access the school from the south and east.
9. Since there currently is not a documented safety issue at this intersection, motorist confusion of a flip-up stop sign or an all way stop that is not warranted will only increase the possibilities of rear end collisions. Of course I do not wish to see children hurt but I would hate to see a rear end collision that accidentally harms a child on the sidewalk waiting to cross.
10. I would not recommend a traffic study at a cost of \$7,500. This is expensive for a city our size and traffic issues that are minimal in scope and will not even yield solutions unless a scenario is run at an additional cost.

SOLUTION: My recommended solution is to paint continental style crosswalks similar to the crosswalk at the Park Service pedestrian light rather than the two parallel lines. In Iowa City this has proven to be more successful at alerting motorists to pedestrians crossing. Also, I would add a school crossing sign with an arrow in fluorescent yellow-green at the crosswalk and an advance school crossing sign with Ahead placard. This will do the same thing as a flip up stop sign. Vehicles should stop for pedestrians in the roadway yet they may not so cross with caution. I also suggest the sign that says STATE LAW: YIELD TO PEDESTRIAN IN CROSSWALK. (Shown below) Vehicles may not stop with a stop sign, yield sign or pedestrian crossing sign. So in order to appropriately sign the intersection, a pedestrian crossing sign will bring the most attention to the issue at hand.

The cost is similar to putting up an all-way stop sign but will yield a better solution to pedestrian issues at this intersection. A flashing beacon may be a solution but will cost a lot of money and may yield the same results as these signs below. If flashing yellow it should only flash while children are present in order to not create a false sense amongst motorists. If it is flashing all the time people will not take it seriously when children are there or not.

To emphasize: parents must teach their children how to cross streets safely and to never assume that a vehicle will stop and give a pedestrian the right of way no matter what.

Please let me know if you have any questions or would like further information.

Sincerely,

Anissa Gerard; 319-325-7440

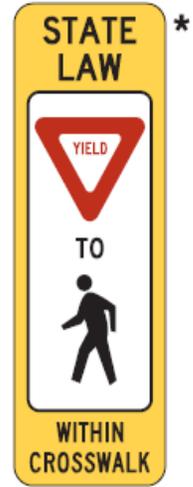
School Crossing  
Assembly



S1-1



W16-7P



R1-6

---



MERGING INNOVATION, TECHNOLOGY & SERVICE

Quote

Quote Number: Q033176

736 Federal Street Suite 2312 | Davenport, IA 52803 | 1(563) 323-0009

To: West Branch Police Dept, City of
105 South 2nd Street
West Branch, IA 52358

Date: 07/16/2013
Prepared By: Cathy Jorgensen

Contact: Mike Horham
Phone: 319.325.9551 c
Fax:
Email: mike@westbranchiowa.org

RFQ #:
Description: Carmanah Solar Beacon

Table with 5 columns: Part #, Description, Quantity, Price, Extended. Rows include CAR-R829C-YEL HOUSING, CAR-2SQ-RED LED/YEL HOUSING, and CAR-CPK.

Total: \$6,485.00

Notes:
QUOTATION DOES INCLUDE FREIGHT.

NOTE: You can only use the Red LED with the stop sign. If you just want to use it as a school crossing then you will have to have the amber LED.

Terms:
THIS QUOTE IS BASED ON THE ENTIRE VALUE AND VOLUME OF ALL LINE ITEMS - Prices listed on this quote are valid only in the event of purchase of all line items in the quantities listed, in their entirety.

Shipment of the material will be approximately 90 days after receipt of both an acceptable purchase order and approved submittal data if required. PAYMENT TERMS ARE NET 30 DAYS with prior approved credit.

Quotation does not include sales tax. Sales tax will be added at time of invoice unless a valid Sales Tax Exempt certificate has been provided.

Limited Warranty: Brown Traffic Products only obligations shall be to replace such quantity of the product proven to be defective.

Warranty Period: The length of warranty manufacturers have conveyed to the seller and which can be passed on to the buyer.

Additional terms and conditions apply - See Brown Traffic Products Terms & Conditions document at our website: www.browntraffic.com.

Thank you for the opportunity to provide this quote.

MODEL

# R829 SERIES

SOLAR LED SCHOOL ZONE FLASHING BEACON

### Typical Applications:

- School zones

### Improves Safety

- Research shows flashing beacons decrease vehicle speeds by five to seven miles per hour in school zones
- Improves driver awareness by increasing sign visibility

### Reliability Assured

- Core energy management system ensures operation; even during periods of cloud cover
- Turn-key system custom configured for optimum performance based on location, solar insolation and desired operation
- Safe from vandalism and extreme weather

### Cost-Effective Solution

- No trenching, wiring or digging required
- "Plug-and-play" installation for reduced disruption to traffic
- Cabinet-free, sturdy design inhibits vandalism
- Zero operational costs

### Easy Installation and Operation

- Controlled via a Windows-based calendar software program capable of turning systems on and off several times per day
- Pre-set for up to 500 days of operation, based on school calendar
- Beacon schedule easily copied to multiple beacons
- Installs to existing sign posts within thirty minutes
- Easy to relocate and repurpose to other locations

### Quality Ensured

- Manufactured in accordance with ISO 9001:2008
- Designed and assembled in North America
- Backed by a 3-year limited warranty



### INSTALLATIONS AND APPLICATIONS



SCHOOL ZONE WARNING -  
COLUMBIA, SC



SCHOOL ZONE WARNING -  
NEW ORLEANS, LA

Carmanah is backed by a worldwide network of distribution partners.

To find a representative in your region:

- visit us at [www.carmanah.com](http://www.carmanah.com)
- or call +1.250.380.0052 (toll-free US & Canada 1.877.722.8877)

REPRESENTED IN YOUR REGION BY:

Submitted by:



*MERGING INNOVATION, TECHNOLOGY & SERVICE*

736 Federal Street, Suite 2312 • Davenport, Iowa 52803  
p: (563) 323.0009 • f: (563) 323.8256 • [browntraffic.com](http://browntraffic.com)

## MOUNTING EXAMPLES

### SINGLE BEACON (C-Compact)

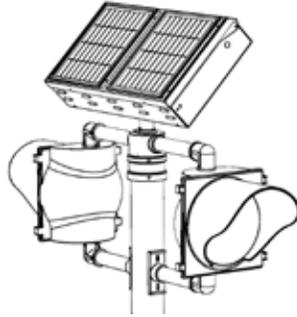
Single - Pole Mount (Square/Round)



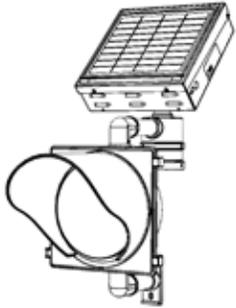
Single - Top of Pole Mount

### DUAL BEACON

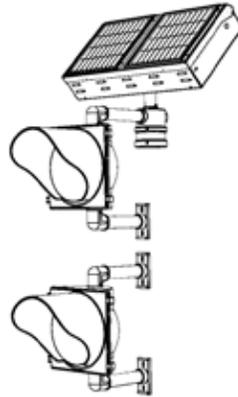
Dual - Horizontal Top Pole Mount



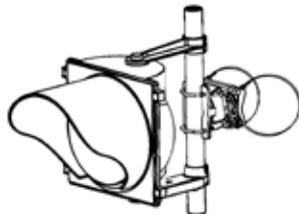
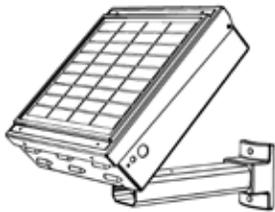
Dual - Vertical Top Pole Mount



Single or Dual - Side of Pole Mount



Single or Dual - Mast Arm Mount



\* OTHER MOUNTING OPTIONS AVAILABLE  
PRODUCT MAY NOT BE EXACTLY AS SHOWN

COMPONENT	DIMENSION		
	Length	Width	Height
Single Beacon	25.0" (635 mm)	15.0" (381 mm)	33.5" (851 mm)
10 W Engine	15.0" (381 mm)	14.8" (376 mm)	4.8" (121 mm)
20 W Engine	15.75" (401 mm)	29.3" (743 mm)	6.0" (151 mm)

\* Dimensions may vary based on pole selection, 45° tilt and beacon configuration



## MODEL

# R829 SERIES

SOLAR LED SCHOOL ZONE FLASHING BEACON

### OPERATION

Flash pattern	MUTCD* compliant Alternate, unison, and quick-flash
Control	Embedded calendar, override switch box

### LED SIGNAL MODULE

Standard	ITE VTCSH LED circular signal supplement
Size and LED colour	12" (305 mm) diameter amber or red 8" (203 mm) diameter amber

### ENVIRONMENTAL

Operating temperature range	5 to 122° F (-15 to 50° C)
-----------------------------	----------------------------

### ENERGY MANAGEMENT SYSTEM

Battery lifespan	3 - 5 years (field replaceable)
Capacity without solar charging	Up to 30 days typical (location dependent)
Daily operation profile	Up to 12 hours per day (configuration dependent)
Automatic light control (ALC)	Systems continue to provide useful light during extreme conditions that prevent charging over an extended period of time

### PROGRAMMING

Activation	Upload activation schedule for up to 500 days. Download schedule for verification.
Duration	Schedule event times

### MOUNTING HARDWARE

Bracket options for standard sign posts	1.75" (45 mm) square telspar, 2 3/8" (60 mm) round, 4 1/2" (114 mm) round Pelco traffic signal mounting hardware
Colour	Black, yellow or green

### COMPONENTS

Solar Panel	High-efficiency 10 W (C-Compact) or 20 W panel
Battery	Replaceable, recyclable best-in-class battery pack. Sealed, maintenance-free.
Light Source	Ultra-bright LEDs featuring innovative optic and lens design for optimum light divergence
Construction	Fully self-contained weather, corrosion and vandal-resistant unit with premium-grade UV-resistant head

### QUALITY STANDARDS

Quality certification	ISO 9001:2008 Certified Manufacturer
Certification	NCHRP 350, FDOT, system compliant with Buy American Act

### WARRANTY

Term	3-year limited warranty (including batteries)
------	---

\* Meets all requirements for design, illumination, and colour of signal sections required by MUTCD, chapter 4D.18. MUTCD: Manual on Uniform Traffic Control.

Performance is tied to solar availability and geographic location.  
All specifications are subject to change without notice.



MERGING INNOVATION, TECHNOLOGY & SERVICE

Quote

Quote Number: Q033177

736 Federal Street Suite 2312 | Davenport, IA 52803 | 1(563) 323-0009

To: West Branch Police Dept, City of
105 South 2nd Street
West Branch, IA 52358

Date: 07/16/2013
Prepared By: Cathy Jorgensen

Contact: Mike Horham
Phone: 319.325.9551 c
Fax:
Email: mike@westbranchiowa.org

RFQ #:
Description: Flashing Beacons - Hardwired

Table with 5 columns: Part #, Description, Quantity, Price, Extended. Rows include items like FC-NEMA-AP21-NC-HOA, SA101A1C11YBB(XL)-SUP, MV-4041-NC, PEL-PB-5102-10-NC, PEL-PB-5335-NC, PEL-PB-5402-PNC, and AHK075C210015HGE.

Total: \$2,282.00

Notes:
QUOTATION DOES INCLUDE FREIGHT.

NOTE: You can only use the Red LED with the stop sign. If you just want to use it as a school crossing then you will have to have the amber LED.

NOTE: We do not have the way to mount the signals on the 2" telespar so I have quoted the 4.5" aluminum pole assemblies.

**Terms:**

THIS QUOTE IS BASED ON THE ENTIRE VALUE AND VOLUME OF ALL LINE ITEMS - Prices listed on this quote are valid only in the event of purchase of all line items in the quantities listed, in their entirety. Purchases of individual line items will require a new quote prior to acceptance of any purchase orders.

Shipment of the material will be approximately 90 days after receipt of both an acceptable purchase order and approved submittal data if required. PAYMENT TERMS ARE NET 30 DAYS with prior approved credit. Brown Traffic Products, Inc. retains title to material until paid in full. A service charge of 1.5% per month (18% annual rate) will be assessed against all past due accounts. Prices and delivery quoted are firm for 30 days from the date of bid. The above quote does not include installation of the products quoted. On-Site technical assistance is available and will be quoted upon request.

Quotation does not include sales tax. Sales tax will be added at time of invoice unless a valid Sales Tax Exempt certificate has been provided. Sales tax exempt certificate should accompany customer Purchase Order.

Limited Warranty: Brown Traffic Products only obligations shall be to replace such quantity of the product proven to be defective.

Warranty Period: The length of warranty manufacturers have conveyed to the seller and which can be passed on to the buyer.

Additional terms and conditions apply - See Brown Traffic Products Terms & Conditions document at our website: [www.browntraffic.com](http://www.browntraffic.com).

Thank you for the opportunity to provide this quote.



# NEMA FLASHER CABINET

## FC-NEMA

Standard NEMA flasher cabinet provides 24/7 continuous flash for dual circuit operation



*(cabinet shown is unwired)*

### Other options include:

- AP21, -AP21T, or -AP41 : cabinet with timeclock option. Allows programming of dual circuit flashing for TOD, calendar, special events, etc.
- PB ACT : cabinet with timer and pushbutton activation. Allows for remote activation of timed flashing

*Hybrid or Special designed cabinets available*

### Cabinet Paint Color Options :

- NC Natural Finish
- P01 Yellow
- P02 Black
- SP Special Paint

Signals and LED's available in different colors



CITY OF WEST BRANCH  
COUNCIL ACTION REPORT

MEETING DATE: July 22, 2013

AGENDA ITEM: 7e

DATE PREPARED: July 20, 2013

STAFF LIAISON: Matt Muckler, City Administrator

ACTION TITLE: Resolution 1129, approving a purchase agreement with PV Properties LLC for approximately twenty-two acres of land in the amount of \$375,000./Move to action.

WORKSHOP  SPECIAL  CONSENT  NON-CONSENT  TABLED  PUBLIC HEARING

**RECOMMENDATIONS:**

Approve Resolution 1129, approving a purchase agreement with PV Properties LLC for approximately twenty-two acres of land in the amount of \$375,000.

**PROJECT DESCRIPTION:**

The issue of adequate recreational space and facilities has for years been discussed by City Councils and residents. The comprehensive plan updated on April 1, 2013 showed that a substantial majority of community members want more park space and recreational facilities (please see Comp Plan Survey Results, Question 10). The City has been looking at the Pedersen Valley site for over two years. A presentation by Shive-Hattery at the July 18, 2011 Council Meeting suggested that the only two viable locations in town for a community recreational complex were the Pedersen Valley and Meadows sites. The number one goal of the City Council last year was: "Offer for sale the Cookson Center Property and plan for future community center site acquisition and/or purchase." In 2010 and 2012, this issue was also a priority goal of the Council. The Shive-Hattery study eliminated the Cookson Property as a viable site as it did not have anywhere near adequate space to provide these services. (The Cookson Preliminary Plat is attached.) Council and staff have continued to look at both the Pedersen Valley and Meadows sites over the last two years. The purchase of the property which makes development of future recreational facilities possible is a decision that will be made by Council on July 22, 2013. Any future decisions including constructing a community center, pool, etc. can only be made by the registered voters in the City Limits of West Branch.

**ATTACHMENTS:**

Resolution 1129  
Real Estate Offer and Acceptance Purchase Agreement  
West Branch Comprehensive Plan Chapter 11: Park, Recreational Facilities and Programs  
West Branch Comprehensive Plan Public Input Survey Results  
City Council Goal Setting Session Results: 2010-2012  
City of West Branch Community Center Site Study, July 18, 2011  
Cookson Subdivision Preliminary Plat  
Pedersen Valley Development Site Concept Plan  
Pedersen Valley Development Site Concept Plan, with 100-Year Flood Plain  
Pedersen Valley Development Site Concept Plan, with 100-Year Flood Plain and Entire Parcel  
Park and Recreation Commission Letter  
National Park Service Letter  
FY 2013-2014 Debt Service Schedule

CITY OF WEST BRANCH COUNCIL ACTION REPORT  
(continued)

CURRENT FISCAL YEAR TOTAL COST (as reflected in motion) \$375,000

Because the City has been aggressively retiring debt over the past few years, there are available funds within the City's debt service levy to make the purchase without affecting the levy in the budget (which has not increased in the last several years and is currently lower than the 2009 levy).

The FY 2013-2014 payment due on the Fobian Lawsuit Settlement Loan is \$18,393. The debt service is budgeted for \$122,353, which would fund the FY 2013-2014 payment plus \$103,960 in additional principal, which represents approximately nine additional principal payments. The expected annual payment on the general obligation property acquisition note is \$46,669. If the Council approved the purchase and loan agreement, the Council would be able to make current year payments on both the lawsuit settlement loan (\$18,393) and the property acquisition note (\$46,669) and still pay \$57,291 in additional principal payments on the lawsuit settlement loan. That would represent approximately five additional principal payments.

The land purchase would be paid for over time within the debt service and may reduce our ability to pay off some debts as far ahead of schedule that the Council had planned for, but will not increase the levy. The future addition of amenities (community center, pool, etc.) would likely require an increase in the property tax levy. Initial work on the outside amenities and baseball/softball complex could possibly be paid in part (or possibly entirely) with local option sales tax revenue, but this would depend on voter approval.

RESOLUTION NO. 1129

RESOLUTION APPROVING A PURCHASE AGREEMENT WITH PV PROPERTIES, L.C.  
FOR TWO PARCELS TOTALING APPROXIMATELY 22 ACRES.

WHEREAS, PV Properties, LLC, is the owner of two parcels totaling approximately 22 acres, namely, Outlot B, Pedersen Valley, Part Two and an approximate 18-acre parcel off the northerly extension of Scott Drive (collectively the "Property"); and

WHEREAS, the City and PV Properties, LLC, have negotiated a Purchase Agreement whereby PV Properties, LLC, would sell the Property to the City for \$375,000; and

WHEREAS, the City is intending to use the Property for parks and recreation space in the future; and

WHEREAS, it is now necessary for the City Council to formally approve said Agreement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Branch, Iowa, that the aforementioned Purchase Agreement be and the same is hereby approved. Further, the Mayor and City Clerk are authorized to execute said Purchase Agreement on behalf of the City. Further, the Mayor and City Clerk, with the advice of the City Attorney, are hereby directed to execute any and all further documentation finalize this transaction on behalf of the City.

Passed and approved this 22<sup>nd</sup> day of July, 2013.

\_\_\_\_\_  
Mark Worrell, Mayor

ATTEST:

\_\_\_\_\_  
Matt Muckler, City Administrator/Clerk

## REAL ESTATE OFFER AND ACCEPTANCE

**TO: PV Properties, LLC**, an Iowa limited liability company (hereafter referred to as “PVP”)

The undersigned Buyers, the City of West Branch, Iowa (hereafter referred to as “City”), hereby offer to buy, and PVP, by its acceptance, hereby agrees to sell certain real property situated in Cedar County, Iowa, said real estate being two separate parcels, the first parcel being approximately 18 acres and the second parcel being approximately 4 acres (hereafter collectively the “Property”), said Property being depicted on the drawings attached hereto as Exhibit “A” and Exhibit “B” by this reference, being incorporated into this Agreement. The first parcel (Exhibit A) includes the 19.74 acre parcel except that portion marked as A, which is approximately 170 feet by 291 feet. The exact legal description to be taken from the abstract of title to be provided to the City by PVP and any surveys required pursuant to paragraph 16 below.

1. **Purchase Price.** City shall pay to PVP the sum of \$375,000.00 for the Property, being paid as follows: \$5,000 earnest money with this offer to be kept in trust by PVP, and the remaining balance, less allowable deductions described in Paragraph 9 below, shall be paid at the closing.
2. **Real Estate Taxes.** PVP shall pay the real estate taxes on the Property for Fiscal Year 2012 (due and payable in September, 2013 and March, 2014) and a pro rate share of the real estate taxes for Fiscal Year 2013 (payable in 2014 and 2015) to the date of closing. In addition, PVP shall also pay any other real estate taxes or assessments that are past due on the Property.
3. **Time of Acceptance.** This Offer to PVP shall be accepted no later than 5:00 p.m. on July 15, 2013, and if not, this Offer becomes null and void.
4. **Risk of Loss and Insurance.** PVP shall bear the risk of loss or damage to the Property prior to the date of possession and closing. PVP agrees to maintain its existing insurance on the Property and the City, at its option, may purchase additional insurance.
5. **Possession and Closing.** If the City timely performs all of its obligations under this Agreement, possession of the Property shall be conveyed to the City on July 31, 2013.
6. **Condition of the Property.** PVP shall maintain the Property in relatively the same condition as it exists on the date of this Agreement and in accordance with all applicable laws and regulations.
7. **Abstract and Title.** PVP, at its sole expense, shall promptly obtain an abstract(s) of title for the Property continued through the date of acceptance of this Agreement and deliver it to the City. The abstract(s) shall show marketable title in PVP in conformity with this Agreement, Iowa law and the title standards of the Iowa State Bar Association. PVP shall make every

reasonable effort to promptly perfect title. If the closing is delayed because of PVP's inability to provide marketable title, this Agreement shall remain in full force and effect unless the City rescinds the Agreement after giving 10 days written notice to PVP of the City's intent to rescind. The abstract shall become of the property of the City after PVP has been paid in full. PVP shall pay the costs of any additional title work or abstracting because of the act or omission of PVP. The abstract shall be obtained from a qualified abstractor of the Title Guaranty Division of the Iowa Housing Finance Authority. City, at its sole expense and cost, may prior to closing, obtain a continuation of the abstract to determine whether marketable title remains in PVP. Both parties agree that the closing shall not occur unless marketable title is shown in PVP.

8. **Environmental matters.** PVP warrants, to the best of its knowledge and belief that there exist no abandoned wells, solid waste disposal sites, hazardous wastes or substances or underground storage tanks on the Property. PVP also warrants that PVP has done nothing to contaminate the Property with hazardous wastes and materials. PVP also warrants that the Property, or any portion thereof, is not subject to any local, state or federal judicial or administrative action, litigation or order, as the case may be, regarding wells, solid waste disposal sites, hazardous wastes or substances or underground storage tanks. In the event that there exist any of the following conditions described above on the Property, PVP shall be required to remediate, at its own cost, the environmental condition in compliance with applicable law. In the event that requires spending \$25,000 or more, PVP may cancel this Agreement.
9. **Conveyance via Warranty Deed.** Upon payment of the Purchase price by the City to PVP, PVP shall convey the Property to the City free from liens, restrictions and encumbrances except as allowed by this Agreement. General warranties of title shall extend to the time of delivery to the City.
10. **Use of Purchase Price.** At the time of settlement and closing, funds from the Purchase Price may be used to pay taxes and other liens, satisfy judgments and acquire any other interests, if any, convey marketable title to the City.
11. **Remedies of the parties.**
  - A. If the City fails to timely perform under this Agreement, PVP may forfeit this Agreement as outlined in Iowa Code Chapter 656, and all payments made by the City to PVP shall be forfeited, or at PVP's option, upon thirty days' written notice of intention to accelerate the entire balance because of the City's default (during which 30 days the default is not corrected), PVP may declare the entire balance immediately due and payable. Thereafter, this Agreement may be foreclosed in equity and the Court may appoint a receiver.
  - B. If PVP fails to timely perform under this Agreement, the City has the right to file suit to demand specific performance under this Agreement.

C. PVP and the City are also entitled to utilize any and all remedies or actions at law or in equity to them, and the prevailing party shall be entitled to obtain judgment for reasonable attorneys' fees and cost.

12. **Notices.** Any notices under this Agreement shall be in writing and deemed to be served when it is delivered by personal delivery or mailed by certified mail, addressed to the parties at the following addresses:

To the City:

City Administrator  
110 N. Poplar Street  
West Branch, Iowa 52358

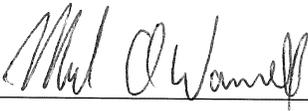
To PVP:

PV Properties, LLC  
c/o Thomas Lawrence  
203 Windflower Lane  
Solon, Iowa 52333

13. **General Provisions.** In the performance of each part of this Agreement, time shall be of the essence. Failure to promptly assert rights herein shall not, however, be a waiver of such rights or a waiver of any existing or subsequent default. This Agreement shall apply to and bind the successors in interests of the parties. This Agreement shall survive the closing. This Agreement contains the entire agreement among the parties and shall not be amended except by a written instrument duly executed by the City and PVP. Paragraphs and headings are for convenience of reference and shall not limit or affect the meaning of this Agreement. Words and phrases shall be construed in the singular or plural number, and as masculine, feminine or neuter gender according to the context.
14. **No Real Estate Agent or Broker.** Each party expressly states that it has not used the service of a real estate agent or broker in connection with this transaction.
15. **Inspection/Access to the Property.** During the term of this Agreement, the City may have access to the Property for the purposes of inspection or testing or other similar actions upon written notice to PVP. Said inspections shall not cause any damage to the existing farm tenant on the Property.
16. **Existing tenants.** PVP shall ensure that all existing leases have been terminated in strict compliance with applicable law prior to conveyance of the Property to the City.

17. **Surveying.** If it is necessary to obtain survey(s) of the Property in order to complete a valid conveyance of the Property to the City, PVP shall cause said surveys to be completed at its sole expense.
18. **City Council approval required.** Both parties agree that this Agreement is not enforceable against the City until review and approval by the West Branch City Council as required by law. If this Agreement is not approved by August 31, 2013, this Agreement shall become null and void, and PVP agrees to return the earnest money to the City.

This offer is presented to PVP on this 28th day of June, 2013.

By:  \_\_\_\_\_

Mark Worrell, Mayor

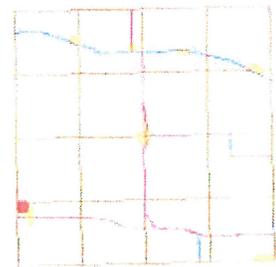
This offer is accepted on this 28<sup>th</sup> day of June, 2013.

By:  \_\_\_\_\_  
Jerry Strawn, Vice President, PV Properties, LLC

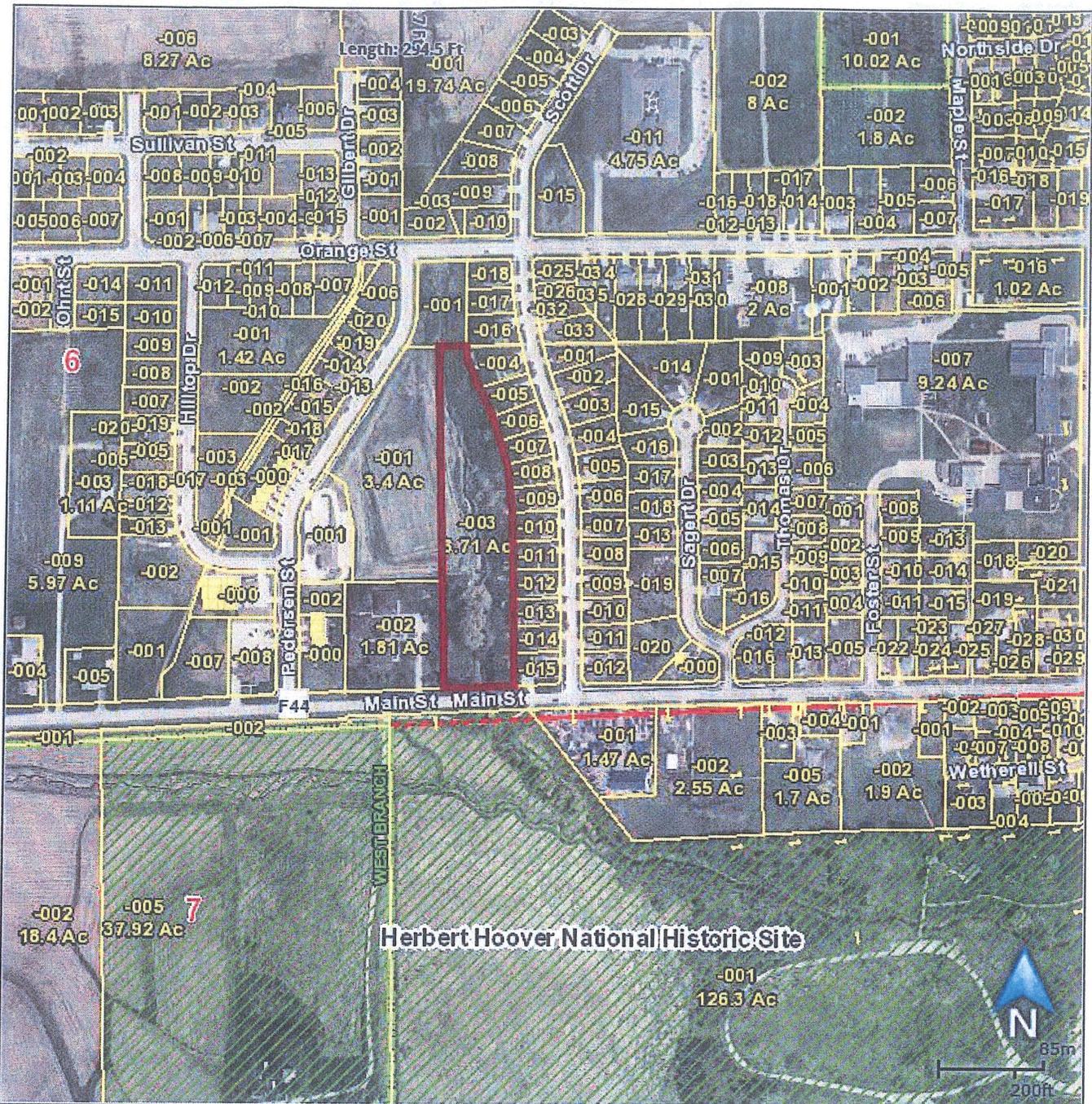
# Cedar County, IA



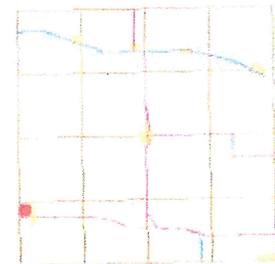
**DISCLAIMER** - Data contained within this web site was created from record research provided by the county and/or city. Cedar County does not guarantee any accuracies to the data or attribute information displayed, queried, or printed from this web site. The data contained within this web site is for information only and shall not be used for any other purpose.



# Cedar County, IA



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# WEST BRANCH COMPREHENSIVE PLAN



Amended April 1, 2013

# WEST BRANCH COMPREHENSIVE PLAN

## Chapter 11: Parks, Recreational Facilities and Programs

Parks, recreational facilities and programs are vital components to a community's quality of life. Active living or the integration of physical activity into daily life is becoming increasingly popular. Walking, bicycling and hiking are the most popular ways to participate in active living. Providing facilities that support an active living have a variety of social, health, economic, and environmental benefits. These benefits include: improved quality of life, improved livability (which is a positive factor in attracting new residents, businesses and workers), and reduced energy consumption.

### Community Input

The initial public input meeting held received the following public responses:

#### Parks:

- Not a very bicycle/pedestrian friendly community
- Existing parks need to be upgraded
- More amenities at parks
- More green space
- Overall good diversity in parks
- Existing parks are well cared for

#### Recreation:

- More outdoor recreational opportunities needed
- Need a recreational center
- Water activities needed
- Overall excellent variety of recreational opportunities present

#### Trail System:

- More trails needed
- Connectivity between existing trails needed
- Existing system provides nice trails and plenty of places to bicycle and walk



# WEST BRANCH COMPREHENSIVE PLAN

## Facility Analysis

This chapter examines the City of West Branch's existing park and recreational system, including all city-owned and operated recreation areas and other parks with public access. The following components are looked at:

- Current levels of service in the existing park system
- Gaps in service coverage
- An inventory of existing parks

Park facilities are evaluated according to the following standards:

- Park Classification: Facilities are classified according to size of the area they serve.
- Geographic Distribution: The service radius of each park is analyzed to determine if gaps in service area exist.
- Population Service Standards (NRPA): The existing system is analyzed according to the National Recreation and Park Association (NRPA) standards for park and recreational facilities.



# WEST BRANCH COMPREHENSIVE PLAN

## Existing Park System Overview:

The City currently has three existing parks: Beranek Park, Wapsi Creek Park and Lions Field along with the Hoover Trail. Table 11.1 lists West Branch’s park facilities by NRPA category and map 11.1 shows the location of the three existing parks. Here is an overview of the existing park system:

- 10.15 acres of parkland in West Branch (excluding West Branch Community Schools facilities)
- # acres including the West Branch Community School facilities
- Approximately 4.37 acres of parkland per 1,000 residents (excluding West Branch Community Schools facilities)

## Park Classifications:

A uniform classification system is used to examine the existing parks and future park needs. The plan uses standards for mini parks, neighborhood parks and community parks to assess the adequacy of both existing and future facilities. The following is a summary of each park category.

### Mini Parks

Description: Fulfill opens space needs or provide niche recreation opportunities.

Location criteria: A service radius size of less than ¼ mile

Size criteria: Less than 1 acre

### Neighborhood Parks

Description: The basic unit of the park system that serves as the recreational focus of the neighborhood. Focus of neighborhood parks is on informal active and passive recreations.

Location criteria: ¼ to ½ mile distance and uninterrupted by non-residential roads and other physical barriers.

Size criteria: Between 6 to 8 acres for cities 1,000 to 25,000 in population

Standard: 5 acres per 1,000 people

NRPA standard: Is 2.0 acres per 1,000 people. With 8.45 acres of neighborhood parks West Branch meets this standard at 3.64 acres of parkland per 1,000 people.

### School Parks

Description: Combining parks with school sites can fulfill space requirements for other classes of parks such as neighborhood, community, sport complex and special use.

Location criteria: Determined by the location of the school.

Size criteria: Variable

Table 11.1 Park System Analysis						
Facility	Location	Total Acres	Playground Areas	Playing Fields	Courts	Amenities
<b>Mini Parks</b>						
Wapsi Creek Park	2 <sup>nd</sup> Street	1.7	Yes	No	No	Shelter, Bathroom and Water Play Feature
<b>Neighborhood Parks</b>						
Beranek Park		5.05	Yes	No	Basketball Court, 2 Sand Volleyball Courts	Bathroom and Shelter
Lions Field	Pedersen Street	3.4	Yes	Soccer Field	No	Bathroom, Water Fountain
<b>Greenways and Linear Trail Connections</b>						
Hoover Trail		1 mile				

# WEST BRANCH COMPREHENSIVE PLAN

## **Community Parks/Sports Complex**

Description: Serves a broader purpose than neighborhood parks. The focus is on meeting community-based recreational needs as well as preserving unique open space. Consolidates heavily programmed athletic fields and associated facilities to larger and fewer sites.

Location criteria: Determined by the quantity and usability of the site.

Size criteria: Between 30 to 80 acres

Standard: 5 acres per 1,000 people

NRPA standard: Is 5 to 8 acres per 1,000 people. At this time the City of West Branch does not have any parks in this category.

## **Natural Resource Areas**

Description: Land that is set aside for preservation of significant natural resources, remnant landscape, open space and visual aesthetics.

Location criteria: Depends on the resource availability and opportunity.

Size Criteria: Variable

## **Greenways and Linear Trail Connections**

Description: Land used to effectively tie park system components together to form a continuous park environment.

Location Criteria: Depends on resource and availability and opportunity

Size criteria: Variable

## **Private Park and Recreation Facilities**

Description: Parks and recreation facilities that are privately owned yet contribute to the public park system. Private facilities can offer either indoor or outdoor recreation opportunities, usually on a membership or fee basis.

Location criteria: Variable, depends on specific use.

Size criteria: Variable



# WEST BRANCH COMPREHENSIVE PLAN

## Indoor Park/Recreation Facility

Description: Indoor recreational facility that is open to the general public and operated by a public entity.

Location criteria: Located on sites with convenient transportation access.

Size criteria: Variable

## Level of Service

Recreational opportunities are becoming increasingly important factors in keeping existing residents as well as attracting new residents and businesses to the community. The projected 2030 population for the City of West Branch is 2,374. Table 11.2 identifies additional park and recreational space needed to accommodate this increased population. The park and recreational needs for the City of West Branch for 2032 are as follows:

- If the population stays as projected the City should have sufficient neighborhood parks to accommodate the population of 2,374.
- A community park/sports complex should be added to comply with the NRPA standard. This is also supported by the community wide survey where 185 survey participants stated more park space and facilities are needed.

Several factors must be considered when determining a community's future park land needs, including gaps in service coverage and new community demands. Please note that this analysis does not cover physical factors such as geographic location of parks, accessibility, service area and park facilities.

## Geographic Distribution

Park and recreational facilities should be equally distributed throughout the City to provide accessibility by all residents. Map 11.2 shows the location of West Branch's park locations along with the service radius of each park. West Branch currently only has mini and neighborhood parks. A mini park has a service area of ¼ mile while a neighborhood park's service area ranges from ¼ mile to ½ mile.

Table 11.2 Future Park Systems Needs				
Park Type	Existing	Acres per 1,000 Residents	2030 Need* (Existing Level of Service)	Additional Parkland Needed
Neighborhood Parks	8.45	3.64	3.55	0
Community Parks	0	11.6 to 18.6	11.9 to 19.0	11.9
Mini Parks	1.7	0.7	0.7	0
Total Park and Recreation Area	10.15	4.34	16.15	11.9
*2030 West Branch Population Projection of 2,374				

# WEST BRANCH COMPREHENSIVE PLAN

## Population Service Standards

The National Recreation and Park Association (NRPA) establishes standards for park and recreational facilities based on population. Table 11.3 provides a summary of park facilities based on these standards. Projections of future park facility needs based on 2030 population projection are included in the evaluation. Major findings include:

- West Branch has a higher than average supply of playground equipment and picnic shelters.

## Park Site Assessment

### Beranek Park

Overall condition: good

Proposed Improvements:

- 1) Park Path Improvements: seal coat the current path and develop a path that is handicapped accessible between the shelter and restroom facilities.
- 2). Benches and picnic tables: replace benches and wooden picnic tables and replace with new benches on permanent stable and new picnic tables.

### Lions Field

Overall condition: good

Proposed Improvements:

- 1). Update playground equipment
- 2). Bathroom project
- 3). Multi-purpose field development

### Wapsi Creek Park

Overall condition: good

Proposed Improvements:

- 1). Playground equipment: purchase independent play features such as a climbing wall, slide, swing and outdoor fitness equipment.
- 2). Shelter and bathroom facilities: build an outdoor shelter and restroom facility. The shelter should include a drinking fountain, grill and picnic tables.

Table 11.3 Park and Recreation Service in Relation to Population						
Facility Type	NRPA Standard	Existing Quantity	Present Need	2010 Surplus (Deficit)	2030 Need	2030 Surplus (Deficit)
Baseball Fields	1 per 3,000		0	0		
Softball Fields	1 per 3,000		0	0		
Basketball Courts	1 per 5,000	1	0	1	0	0
Football Fields	1 per 20,000					
Soccer Fields	1 per 10,000	1	0	0	0	0
Golf Course	9 hole 1 per 25,000					
Picnic Shelters	1 per 2,000	3	0	1	0	0
Playgrounds	1 per 2,000	3	0	1	0	0
Running Track	1 per 20,000					
Swimming Pools	1 per 20,000	0	0	0	0	0
Tennis Courts	1 per 2,000					
Sand Volleyball Courts	1 per 5,000	1	0	1	0	0

# WEST BRANCH COMPREHENSIVE PLAN

- 3) Parking lot: Pave a parking area to serve as trail head parking.
- 4). Water feature: Develop a splash pad.
- 5). Turf establishment: Initial seeding has been completed, however reseeding and raking of rocks will need to occur until a solid turf has been established.

## Trails:

Existing system: good

Proposed Improvements: Please refer to the West Branch Community Trails Plan located in appendix B.

## Communtiy Center

Proposed Improvements: Design and build a community center complex that includes spaces for outdoor recreation. The desired facility would include at least a two court gym, walking track, meeting space, fitness rooms, office space, adequate parking and possibly a banquet facility. Refer to the Community Center Site Study for more detail on this project.

Proposed Improvement Costs:

Table 11.4 Proposed Improvement Costs		
Park	Project	Cost
Beranek	Path Improvement	\$2,500
Beranek	Parking Lot Improvement	N/A
Beranek	Improved Lighting at the Sand Volleyball Courts	N/A
Beranek	Benches and Picnic Tables	\$2,800+
Lions Field	Multi-purpose Field Development	\$1,000
Lions Field	Bathroom and Water Fountain	\$20,000
Lions Field	Playground Equipment	\$2,500
Wapsi Creek	Site Cleanup and Turf Establishment	\$22,000
Wapsi Creek	Parking	\$15,000
Wapsi Creek	Grills for Shelter	\$1,000
Wapsi Creek	Restroom Facility and Water Fountain	\$20,000
Wapsi Creek	Water Feature	\$100,000
Wapsi Creek	Playground/Fitness Equipment	\$15,000
Community Center	Design and build a community center	Undetermined

# WEST BRANCH COMPREHENSIVE PLAN

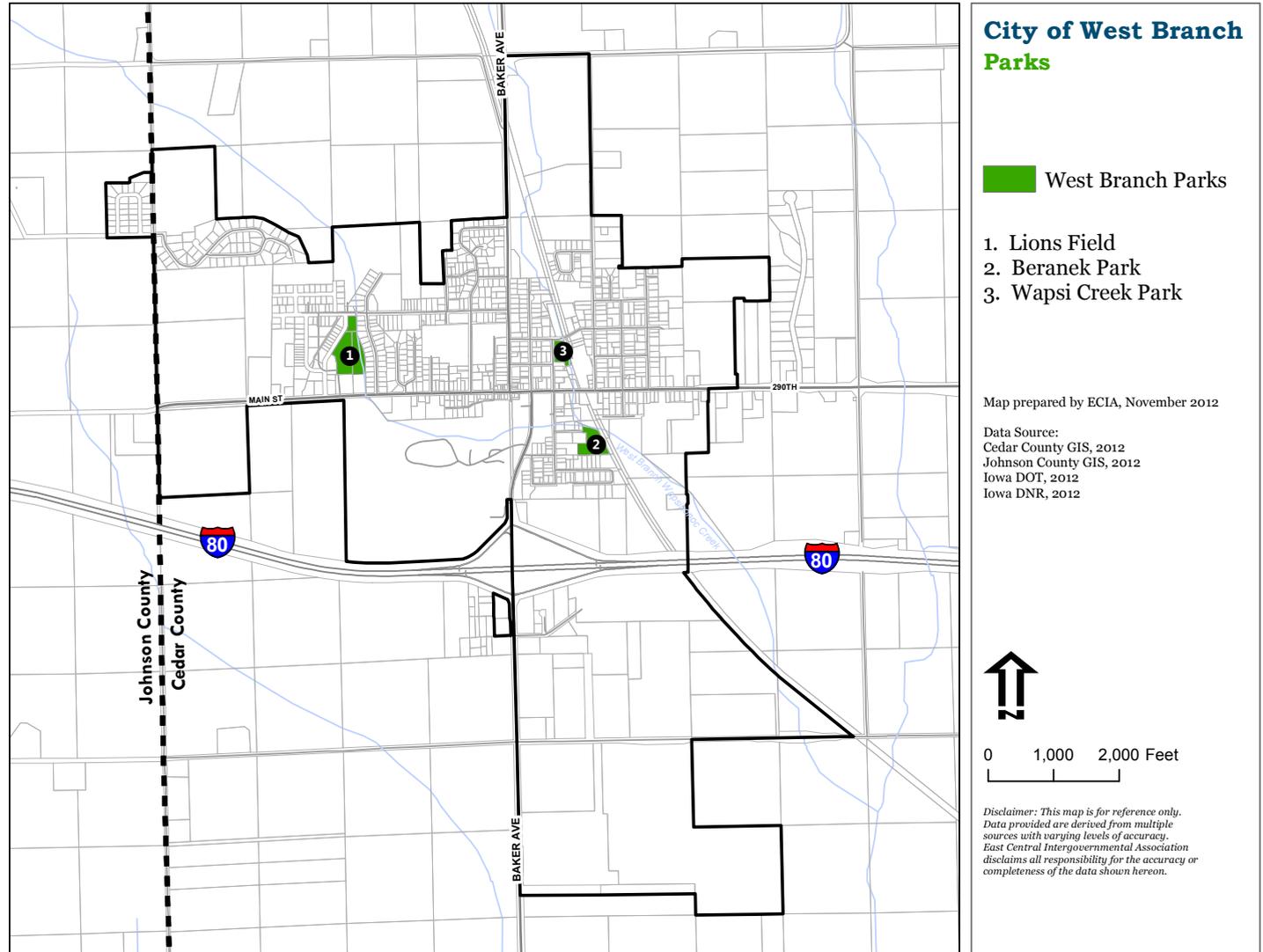
## **Other items for consideration:**

City Council should direct the Planning and Zoning Commission to evaluate and propose an amendment to the Subdivision Ordinance requiring 5% of use-able subdivided land or its value be turned over to the City of West Branch for park development.

The City Council should consider establishing a new “Friends of the West Branch Parks” non-profit organization. This organization would be recognized as an eligible tax deduction and shall have as its goal as assisting the City of West Branch in acquiring and developing park and recreation opportunities. The “Friends of the West Branch Parks” would engage in fund raising, public education, and solicitation of endowments, donations and bequests.

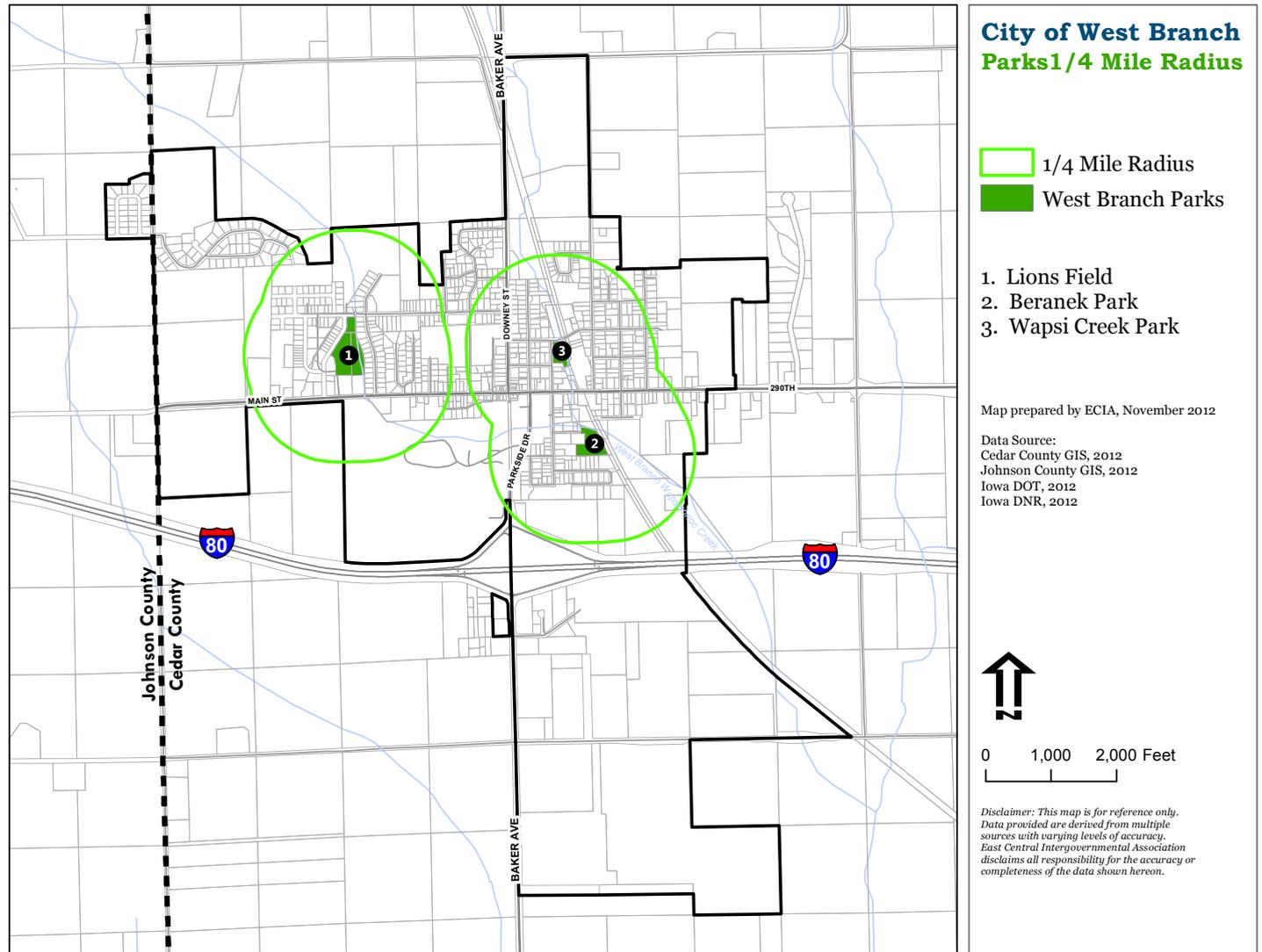
# WEST BRANCH COMPREHENSIVE PLAN

Map 11.1  
Existing Parks



# WEST BRANCH COMPREHENSIVE PLAN

Map 11.2  
Existing Parks with 1/4  
Mile Radius



West Branch Comprehensive Plan Public Input Survey Results – 401 surveys submitted

I am a West Branch resident: 336

I am not a West Branch resident: 65

1). What are your opinions about the current appearance of the West Branch community?

	Strongly Agree	Agree	No Opinion	Disagree	Strongly Disagree
a. The City's appearance through tree plantings, flowers and landscaping is adequate.	35	218	30	102	12
b. The City's signage and Main Street façades are adequate.	40	231	39	74	10
c. The City's efforts to preserve and enhance historic preservation are adequate.	64	229	38	54	10
d. The City's building and zoning codes to maintain the character of the community are adequate.	33	163	109	61	27

Comments: enforce codes, area around Interstate 80 needs improvement, revitalize and rehabilitate buildings and houses

2. How do each of the following affect your quality of life in West Branch?

	Very Important	Important	Unimportant	No Opinion
Many Diverse Shopping Opportunities	68	169	135	15
Vibrant and Active Downtown Area	112	214	57	8
Incentives for Small Businesses to Improve their Buildings/Properties	123	200	49	18
Sustainable or "Green" Community	91	183	93	20
Sidewalks	193	161	38	2
Bicycle Paths/Bikeways	196	143	42	10
Road Repair and Maintenance	240	143	8	2
Sewer and Water	225	147	9	10

Comments: incentives for businesses, water quality, sidewalks, need more businesses

3. How would you prefer the City of West Branch spend public funds for transportation improvements over the next 10 – 20 years?

	High Priority	Moderate Priority	Low Priority	No Opinion
Sidewalks	208	124	55	5
Trails	76	135	164	13
Streets	232	130	20	7
Other: college street, intersection of Johnson and Cedar, school bus, shuttle service to Iowa City	9	14	0	1

4. What types of services or retail establishments would you like to be located closer to your home or elsewhere in the City of West Branch?

	Closer to Home	In the City		Closer to Home	In the City
Pharmacy	68	202	Clothing Store	67	81
Assisted Living Center	63	170	Florist	48	143
Convenience Store/Gas Station	65	137	Recreation/Community Center	71	189
Book Store	63	94	Bakery	58	143
Hotel	59	122	Deli	53	118
Hardware Store	68	194	Laundromat	57	153
Grocery Store	59	169	Dry Cleaner	55	93
Health Club/Fitness Center	68	134	Restaurant, if yes what kind: family restaurant	38	151
Entertainment	63	135	Bank	45	116
Specialty Stores	55	100	Big Box Store	65	68
Other: banquet hall, in city food delivery, feed store, movie theater, dollar store	61	115	Other: _____		

5. Do you agree that the following services adequately meet the needs of the residents?

	Strongly Agree	Agree	No Opinion	Disagree	Strongly Disagree
Police Protection	165	183	18	19	4
Fire Protection	235	128	11	9	1
Services provided at City Office (water bills, pet licensing, building permits, etc.)	115	202	48	9	6
Snow Removal	146	189	19	10	6
Street Sweeping	85	201	52	32	7
Street Repair and Maintenance	39	181	39	87	25
Activities for Senior Citizens	8	50	190	98	29
Activities for Adults	10	69	127	126	37
Activities for Teenagers	9	49	113	125	77
Activities for Youth	25	92	91	98	64
Library Services	121	193	41	25	3
Parks (Lion's Field, Baranek Park)	58	182	68	54	9
Park and Recreation Programs	38	151	90	68	25
Trails	39	131	90	76	23

6. Please list new services, or improvements to existing services, that you think should be provided for residents?  
Sidewalks, shuttle service to Iowa City, trails, community-recreation-senior center

7. What kinds of municipal, social, or educational facilities are not currently located in Town, but should be?  
More activities for youth and teens, pool, movie theater, community-recreation-senior center, splash pool and adult education programs

8. Based on your observations of the City of West Branch as it is now, what is your opinion of the amount of land devoted to each of the following types of uses?

	Too Much	About Right	Need More	No Opinion	I Don't Know
Single Family Residential Homes	5	234	69	34	19
Condominium Residences	60	175	53	56	18
Commercial Uses (shopping, services, food/beverage establishments, offices)	3	122	200	31	9
Mixed Use Development (commercial and residential uses)	11	134	93	92	22
Hotel and Motel Units	7	125	135	88	12
Natural Areas, Open Space and Wildlife Habitat	23	180	109	45	9
Apartment Buildings	34	155	92	105	20
Civic Spaces (parks, pedestrian plazas, outdoor entertainment)	16	141	174	34	7
Elderly/Assisted Living Facilities	9	114	143	57	24

9. Should the City enhance its code and other ordinances? Yes (97) or No (160)

If yes what area(s): Sidewalks, enforce existing codes, review and update existing codes, less restrictive codes, property maintenance

10. What are your opinions about the park and recreational services in the City?

	Agree	Disagree	I Don't Know
There are enough recreational facilities for families	108	209	45
There are enough programs and services for teens and children	74	214	77
There are enough programs and services for senior citizens	48	167	148
There are enough organized activities for singles and adults	59	196	105
The facilities are adequately maintained	189	86	80
More park space and facilities are needed	185	130	46
The existing trail system is adequate	186	130	50
The existing trail system is adequately maintained	211	75	78
More trails are needed	151	147	64

11. Is there a specific area in the City where safety should be improved for pedestrians? Yes (210) or No (92)

If yes, where: College Street Bridge, College Street, Poplar & Oliphant, add sidewalks where they are missing, Downtown, Cedar Street, Johnson Street, steps

12. What are the most important housing problems in the City? (Please indicate a maximum of three reasons, ranking them from 1 to 3, with 1 being the most important)

	1	2	3
Not enough rental	45	51	48
Property maintenance	94	65	32
High purchase prices	56	68	39
Not enough housing for single people	35	45	46
Not enough housing for young couples/families	43	63	45
Not enough senior housing	76	39	57
Not enough choice in moderate price ranges	51	97	53
Not enough affordable housing	55	58	51
Other:	7	7	13

13. Why do you choose to live in the City of West Branch? (Please indicate a maximum of three reasons, ranking them from 1 to 3, with 1 being the most important)

	1	2	3		1	2	3
Lived here all my life	57	16	49	Small town atmosphere	99	74	61
Family and friends nearby	77	36	37	Scenic beauty	19	39	36
Convenience of services	10	31	43	Proximity to Iowa City	92	81	43
Close to work	64	38	56	Housing availability or cost	29	49	47
Quality of schools	69	59	33	Hoover Library and National Park	13	21	63
Other:	31	30	39				

14. Would you support extending the 1% local option sales tax to pay (or help pay) for the following projects?

	Strongly Support	Support	No Opinion	Oppose	Strongly Oppose
Replacement of College Street Bridge	94	122	49	49	45
Paving Project on 4 <sup>th</sup> Street	49	83	116	65	45
Paving Project on County Line Road	33	79	118	70	49
Purchase of a New Street sweeper or Snowplow	32	78	108	89	53
Other Street Repair and Maintenance	57	156	70	42	31
Main Street Landscaping	40	103	67	87	52
Library Expansion	70	117	51	68	51
New Community Center	102	97	39	44	53
Trail Improvements	59	80	75	78	62
Capital improvements in our Parks	40	106	93	64	52

15. Would you support the city borrowing funds to pay for the following projects?

	Strongly Support	Support	No Opinion	Oppose	Strongly Oppose
Replacement of College Street Bridge	67	126	51	67	49
Paving Project on 4 <sup>th</sup> Street	29	80	119	91	43
Paving Project on County Line Road	22	77	110	92	47
Purchase of a New Street sweeper or Snowplow	19	79	89	108	54
Other Street Repair and Maintenance	40	134	76	69	30
Main Street Landscaping	30	60	71	107	92
Library Expansion	57	97	62	80	54
New Community Center	110	88	42	59	53
Trail Improvements	36	102	67	115	70
Capital Improvements in our Parks	21	67	75	103	59

16. Do you think the city should establish a road between Pederson Valley and Greenview (from Greenview Drive in Pedersen Valley to Greenview Circle)? Yes (207) or No (112)

Why: Developers responsibility, safety traffic concerns, or need walk/bike path

## GOAL SETTING SESSION RESULTS: 2010-2012

The City Council adopted the following set of goals at their October 9, 2012 Goal Setting Session:

1. Make repairs to wastewater infrastructure identified in I & I Study (27)
2. Continue I&I work (21)
3. New lift station (12)
4. Develop comp plan and CIP plan (11)
5. Acquire automated water meter reading equipment (10)
6. Two pedestrian bridges across the Wapsi Creek - WB Village to Hoover Trail and Beranek Park to the proposed dog park (10)
7. Street Upkeep (10)
8. Plan for future community center site acquisition and/or purchase (9)
9. Creek clean up (8)
10. Work with School District to increase safety of children going to and from the elementary/middle school complex (7)
11. Adopt plan for Wapsi Creek Park based on recommendations from the Park & Rec Commission (6)
12. Work with Animal Control Commission and community organizations to construct a dog park (5)
13. Update City's Zoning Map (3)

The City Council adopted the following set of goals at their September 19, 2011 Goal Setting Session:

1. Offer for sale the Cookson Center Property and plan for future community center site acquisition and/or purchase. (10 votes)
2. Parking on Main Street between Parkside Dr and Second Street. (9 votes)
3. Creek clean up. (8 votes)
4. Create stormwater utility. (7 votes)
5. Adopt plan for park space (Wapsi View Trailer Court) based on recommendations from the Park & Rec Commission. (7 votes)
6. Continue I&I work (7 votes)
7. Develop comp plan and CIP plan. (7 votes)
8. Adopt financial and purchasing policies including spending limits and debt limits. (7 votes)
9. Increase funding for Hoover's Hometown Days, including band for fireworks and larger fireworks display. (6 votes)
10. Make repairs to wastewater infrastructure identified in I & I Study. (6 votes)
11. New lift station (6 votes)
12. Provide raises for employees in FY 11 & 12 (6 votes)
13. Update resolution and ordinance books (5 votes)
13. Clear site of Wapsi View Trailer Court and plant grass. (4 votes)

September 19, 2011 Goal Setting Session Results (continued):

14. Continue second year of funding of the three-year plan to bring up salaries at Library. (4 votes)
15. Work with School District to increase safety of children going to and from the elementary/middle school complex. (4 votes)
16. Increase partnership and level of support for West Branch Main Street. (4 votes)

The City Council adopted the following set of goals at their September 1, 2010 Goal Setting Session:

1. Consolidate City offices (19 votes)
2. Provide raises for employees in FY 2011/2012 (17 votes)
3. New lift station (15 votes)
4. Continue I&I work (15 votes)
5. **Plan for Park and Rec building – Cookson.** (15 votes )
6. Look at consolidating cleaning services ( 10 votes)
7. Adopt a PTO plan. Comp to be used as time off only (9 votes)
8. Contract with independent financial advisor (7 votes)
9. Have a teen program for summer (7 votes)
10. Library expansion (7 votes)
11. Acciona to build wind turbine to power City buildings. &/or whole town. (7 votes)
12. Make administrative assistant full time position. (6 votes)
13. Develop comp plan and CIP plan (6 votes)
14. Update resolution and ordinance books (6 votes)
15. Sidewalk plan - repair current sidewalks. Build new sidewalks. (4 votes)
16. Growing population. Need more police officers. (4 votes)
17. Repaint water tower (3 votes)
18. Annex the interstate (3 votes)
19. Conduct an annexation study. (1 vote)
20. Increase revenue for the City (1 vote)

July 18, 2011



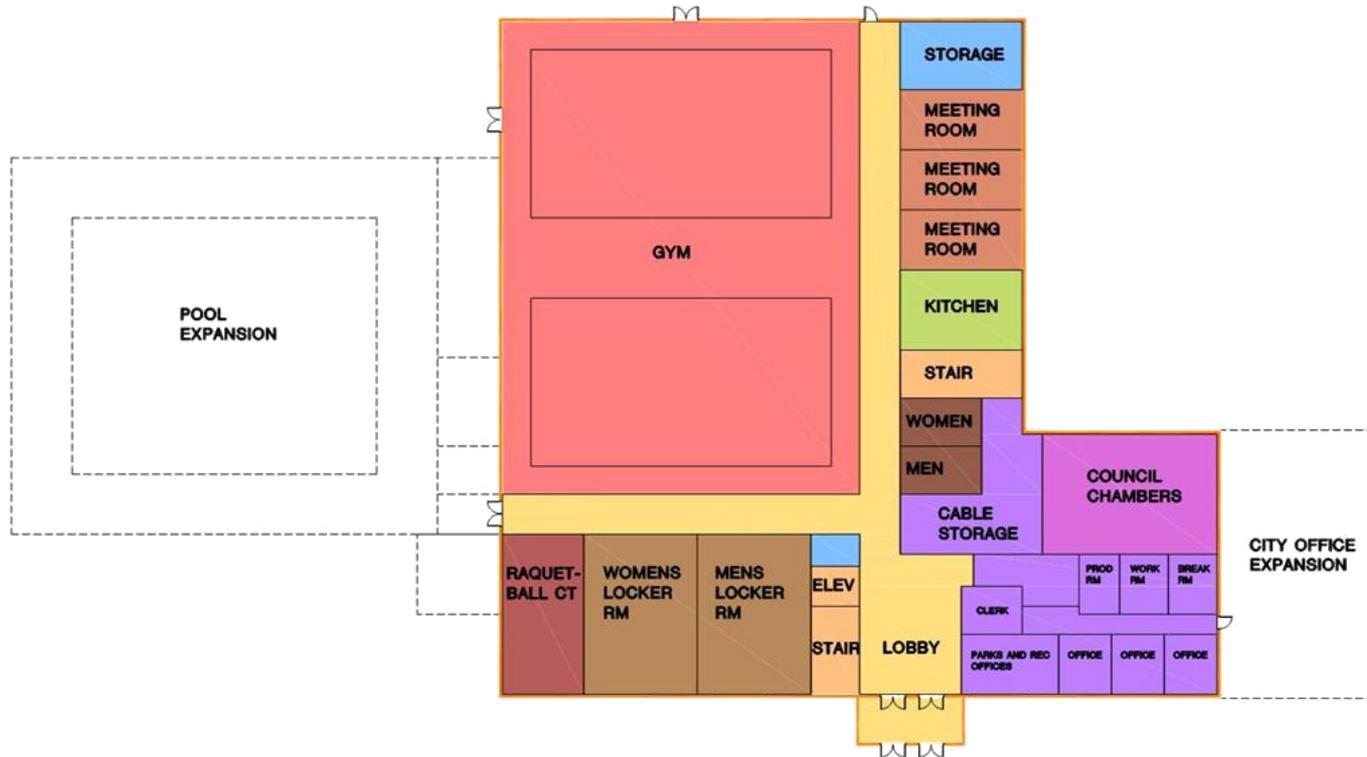
# City of West Branch

## Community Center Site Study

**SHIVEHATTERY**  
ARCHITECTURE+ENGINEERING



# West Branch Community Center

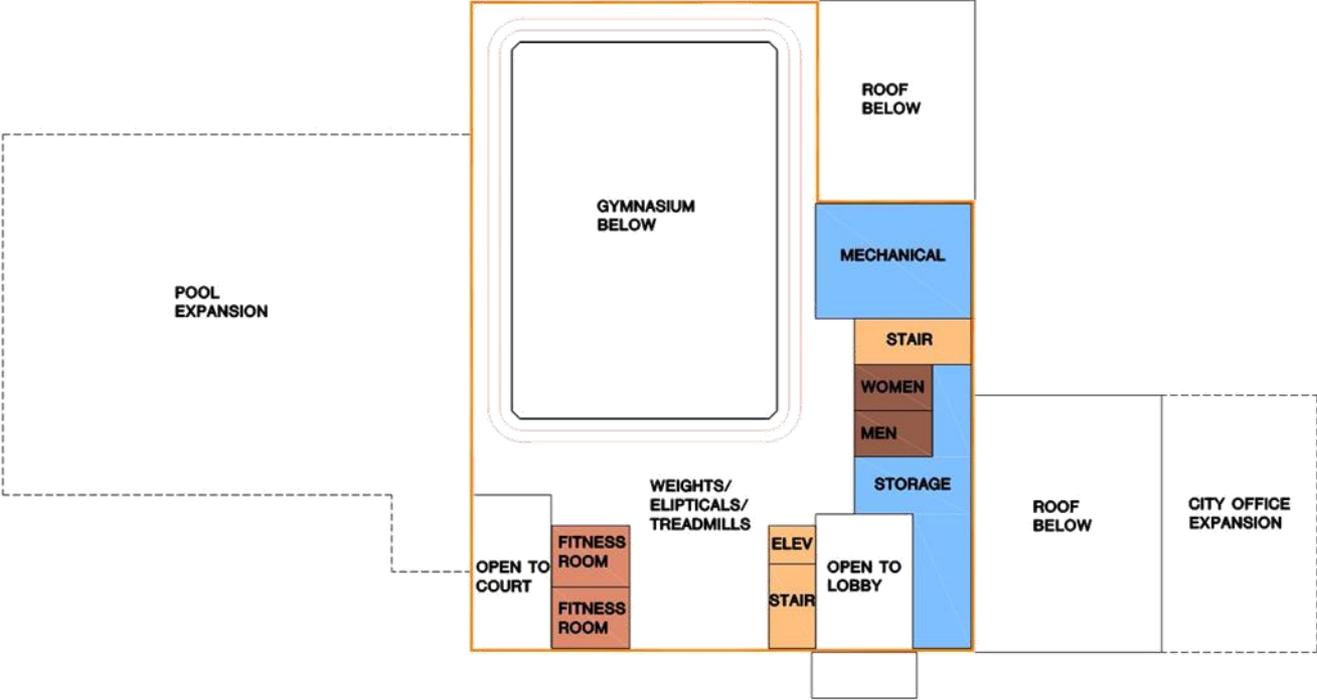


## FLOOR PLAN - FIRST LEVEL

AREA	
COMMUNITY CENTER	21,140 SF
CITY OFFICES	4,500 SF
<b>TOTAL</b>	<b>25,640 SF</b>



# West Branch Community Center



## FLOOR PLAN - SECOND LEVEL

**AREA**  
COMMUNITY CENTER 11,689 SF



# Site Locations



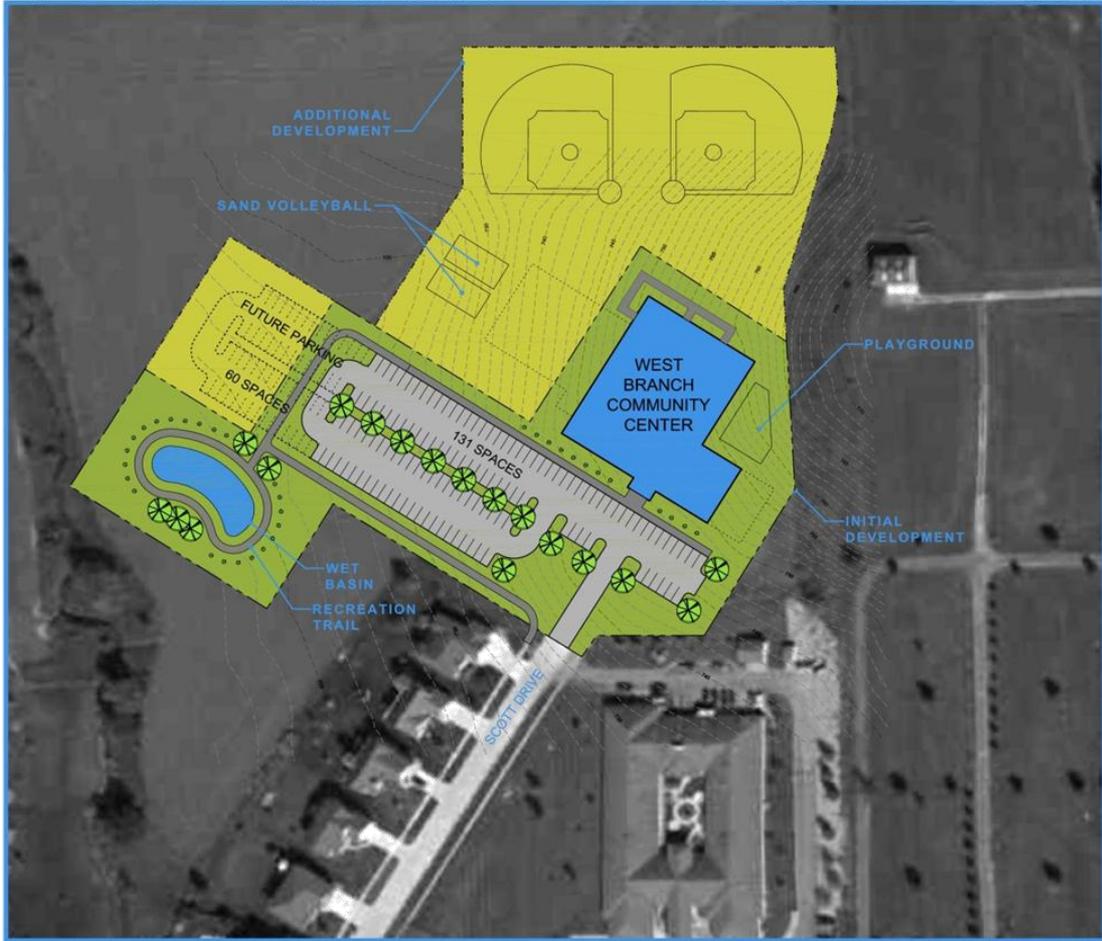
# Green Meadow Site



ZONING:	R-1
<b>AREA:</b>	
INITIAL DEVELOPMENT -	5.2 ACRES
ADDITIONAL DEVELOPMENT -	2.9 ACRES
TOTAL AREA -	8.1 ACRES
<b>AREA BUILDING:</b>	
FIRST FLOOR -	25,640 SF
SECOND FLOOR -	11,689 SF
TOTAL AREA -	37,329 SF
<b>REQUIRED PARKING:</b>	
FOR COMMUNITY CENTER:	
10 SPACES + 1 SPACE/300 SF IN EXCESS OF 2000 SF	
$37,329 - 2000 = 35,329 \text{ SF}$	
$(1 \text{ SPACE}/300 \text{ SF}) * (35,329 \text{ SF}) = 118 \text{ SPACES}$	
TOTAL PARKING REQUIRED = 128 SPACES	
TOTAL PARKING PROVIDED = 129 SPACES	



# Pedersen Valley Site



ZONING:	R-1
<b>AREA:</b>	
INITIAL DEVELOPMENT -	4.0 ACRES
ADDITIONAL DEVELOPMENT -	2.9 ACRES
TOTAL AREA -	6.9 ACRES

<b>AREA BUILDING:</b>	
FIRST FLOOR -	25,640 SF
SECOND FLOOR -	11,689 SF
TOTAL AREA -	37,329 SF

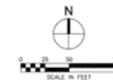
**REQUIRED PARKING:**

FOR COMMUNITY CENTER:  
 10 SPACES + 1 SPACE/300 SF IN EXCESS OF  
 2000 SF

$37,329 - 2000 = 35,329$  SF

$(1 \text{ SPACE}/300 \text{ SF}) * (35,329 \text{ SF}) = 118 \text{ SPACES}$

TOTAL PARKING REQUIRED = 128 SPACES  
 TOTAL PARKING PROVIDED = 131 SPACES



# Cookson Property



ZONING: R-2

AREA:

INITIAL DEVELOPMENT -	2.92 ACRES
ADDITIONAL DEVELOPMENT -	0 ACRES
TOTAL AREA -	2.92 ACRES

AREA BUILDING:

FIRST FLOOR -	25,640 SF
SECOND FLOOR -	11,689 SF
TOTAL AREA -	37,329 SF

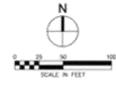
REQUIRED PARKING:

FOR COMMUNITY CENTER:  
 10 SPACES + 1 SPACE/300 SF IN EXCESS OF  
 2000 SF

$37,329 - 2000 = 35,329$  SF

$(1 \text{ SPACE}/300 \text{ SF}) * (35,329 \text{ SF}) = 118 \text{ SPACES}$

TOTAL PARKING REQUIRED = 128 SPACES  
 TOTAL PARKING PROVIDED = 100 SPACES



# Site / Building Cost Matrix

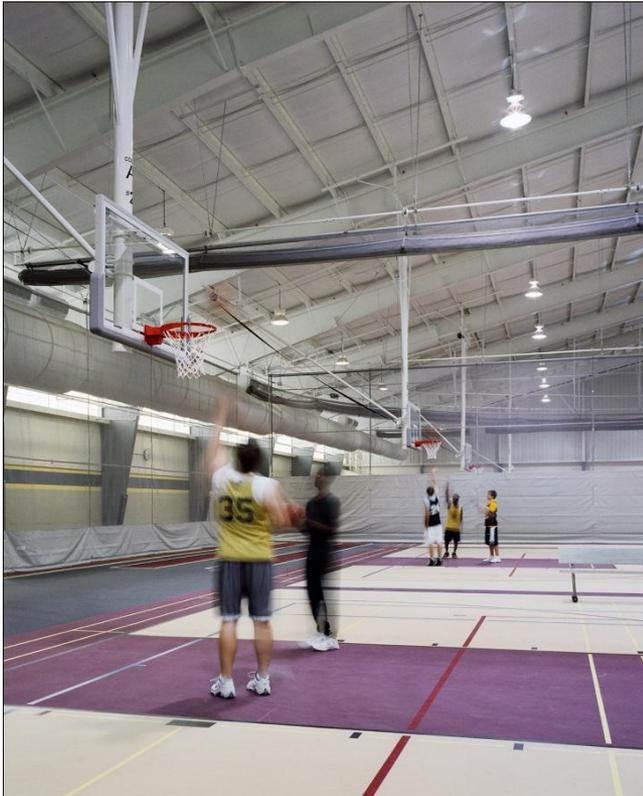
	The Meadows	Pedersen Site	Cookson Site
<b>Site Development</b>			
Grading	\$200,000	\$215,000	\$195,000
Utilities	\$220,000	\$150,000	\$120,000
Pavement	\$370,000	\$290,000	\$290,000
Building Demolition	0	0	\$63,000
<b>Total Site Development</b>	<b>\$790,000</b>	<b>\$655,000</b>	<b>\$608,000</b>
<b>Building</b>			
Conventional Construction	\$5,560,000	\$5,560,000	\$5,560,000
Pre-Engineered Construction	\$5,200,000	\$5,200,000	\$5,200,000

# City of West Branch – Community Center

	The Meadows Site	Pederson Valley Site	Cookson Site
<b>Connectivity to Community</b>	Good	Good	Good
<b>Public Visibility</b>	Good	Limited	Limited
<b>Available Infrastructure</b>	Good	Good	Good
<b>Ability to Expand</b>	Good	Good	Limited
<b>Ease of Development</b>	Good	Good	Challenging
<b>Cost of Land</b>	Unknown	Unknown	City Property



# Thank You!



# Firm Profile

## BEYOND FULL SERVICE

- Architecture
- Engineering
- Surveying
- Interior Design
- Construction Services
- Building Envelope
- Landscape Architecture
- Master Planning
- Project Management
- Telecommunications



Shive-Hattery is an architecture and engineering firm with over **115 years of continuous operation**. We go **beyond full service** to give clients a single source of solutions. Outstanding client service is our mission. The process of getting there is unique to each project and each client. Providing the right team of talented specialists, identifying and managing the critical steps to success and delivering quality service—it's what we've done for more than 115 years.

*Our firm is focused to serve six market sectors.*

*Government, Healthcare, Education, Commercial/Retail, Industry, Telecommunications*

*Our multi-office locations allow us to serve clients on a local and regional basis.*

*Iowa*

Cedar Rapids

Iowa City

West Des Moines

*Illinois*

Bloomington

Downers Grove

Moline

*Missouri*

Chesterfield



# Executive Summary

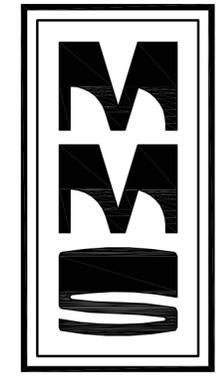
This study has been developed for the purpose of evaluating three independent properties for potential development of a new Community Center/City Offices for the Community of West Branch, Iowa. The three sites referred to in the study as “The Meadows”, Pedersen Valley” and “The Cookson Site were selected by the West Branch Parks and Recreation Department.

The study was performed in two phases. The first phase was to develop a schematic floor plan of the Community Center/City Offices, and the second phase was the evaluation of the three sites.

During the first phase of programming meeting with Melissa Russell, Director of Parks and Recreation along with additional Commission members was conducted. The purpose of this meeting was to discuss the various program elements and amenities that were required for the Community Center and City Offices. Shive-Hattery used this information to develop schematic floor plans which were subsequently used to develop the individual sites and preliminary cost opinions.

The second phase consisted of reviewing each site and its compatibility with the project program. Each site was visited and various City and County offices were contacted for the purpose of obtaining information for each site. Information received consisted of utilities, contours, boundaries, zoning and parking requirements and storm water management. Shive-Hattery used this information along with the schematic floor plans to create a site development for each site. Each individual site was subsequently evaluated based on six criteria – Connectivity to Community, Public Visibility, Available Infrastructure, Ability to Expand, Ease of Development, Cost of Land.

Thank you for this opportunity to serve the City of West Branch and we look forward to being your partner as this project moves forward.

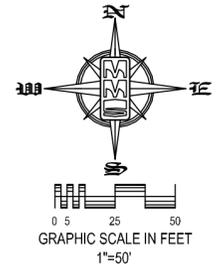


CIVIL ENGINEERS  
LAND PLANNERS  
LAND SURVEYORS  
LANDSCAPE ARCHITECTS  
ENVIRONMENTAL SPECIALISTS  
1917 S. GILBERT ST.  
IOWA CITY, IOWA 52240  
(319) 351-8282  
www.mmsconsultants.net

# PRELIMINARY PLAT COOKSON SUBDIVISION WEST BRANCH, IOWA

## STANDARD LEGEND AND NOTES

- PROPERTY &/or BOUNDARY LINES
  - CONGRESSIONAL SECTION LINES
  - RIGHT-OF-WAY LINES
  - EXISTING RIGHT-OF-WAY LINES
  - CENTER LINES
  - EXISTING CENTER LINES
  - LOT LINES, INTERNAL
  - LOT LINES, PLATTED OR BY DEED
  - PROPOSED EASEMENT LINES
  - EXISTING EASEMENT LINES
  - BENCHMARK
  - RECORDED DIMENSIONS
  - CURVE SEGMENT NUMBER
- 22-1  
-EXIST-  
-PROP-
- POWER POLE
  - POWER POLE W/DROP
  - POWER POLE W/TRANS
  - POWER POLE W/LIGHT
  - GUY POLE
  - LIGHT POLE
  - SANITARY MANHOLE
  - FIRE HYDRANT
  - WATER VALVE
  - DRAINAGE MANHOLE
  - CURB INLET
  - FENCE LINE
  - EXISTING SANITARY SEWER
  - PROPOSED SANITARY SEWER
  - EXISTING STORM SEWER
  - PROPOSED STORM SEWER
  - WATER LINES
  - ELECTRICAL LINES
  - TELEPHONE LINES
  - GAS LINES
  - CONTOUR LINES (1' INTERVAL)
  - PROPOSED GROUND
  - EXISTING GROUND
  - EXISTING TREE LINE
  - EXISTING DECIDUOUS TREE & SHRUB
  - EXISTING EVERGREEN TREES & SHRUBS
- THE ACTUAL SIZE AND LOCATION OF ALL PROPOSED FACILITIES SHALL BE VERIFIED WITH CONSTRUCTION DOCUMENTS, WHICH ARE TO BE PREPARED AND SUBMITTED SUBSEQUENT TO THE APPROVAL OF THIS DOCUMENT.



PLAT PREPARED BY:  
MMS CONSULTANTS INC.  
1917 S. GILBERT STREET  
IOWA CITY, IOWA 52240

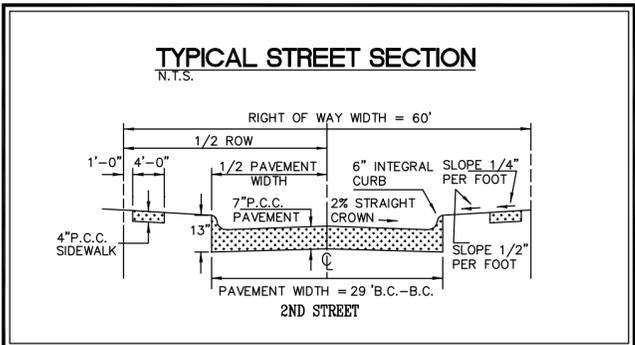
OWNER/SUBDIVIDER:  
LYNCH'S EXCAVATING  
607 N 4TH STREET  
WEST BRANCH, IOWA 52358

OWNER'S ATTORNEY:  
MELVIN O. SHAW  
1150 5TH STREET  
SUITE 280  
CORALVILLE, IOWA 52241



LOCATION MAP  
NOT TO SCALE

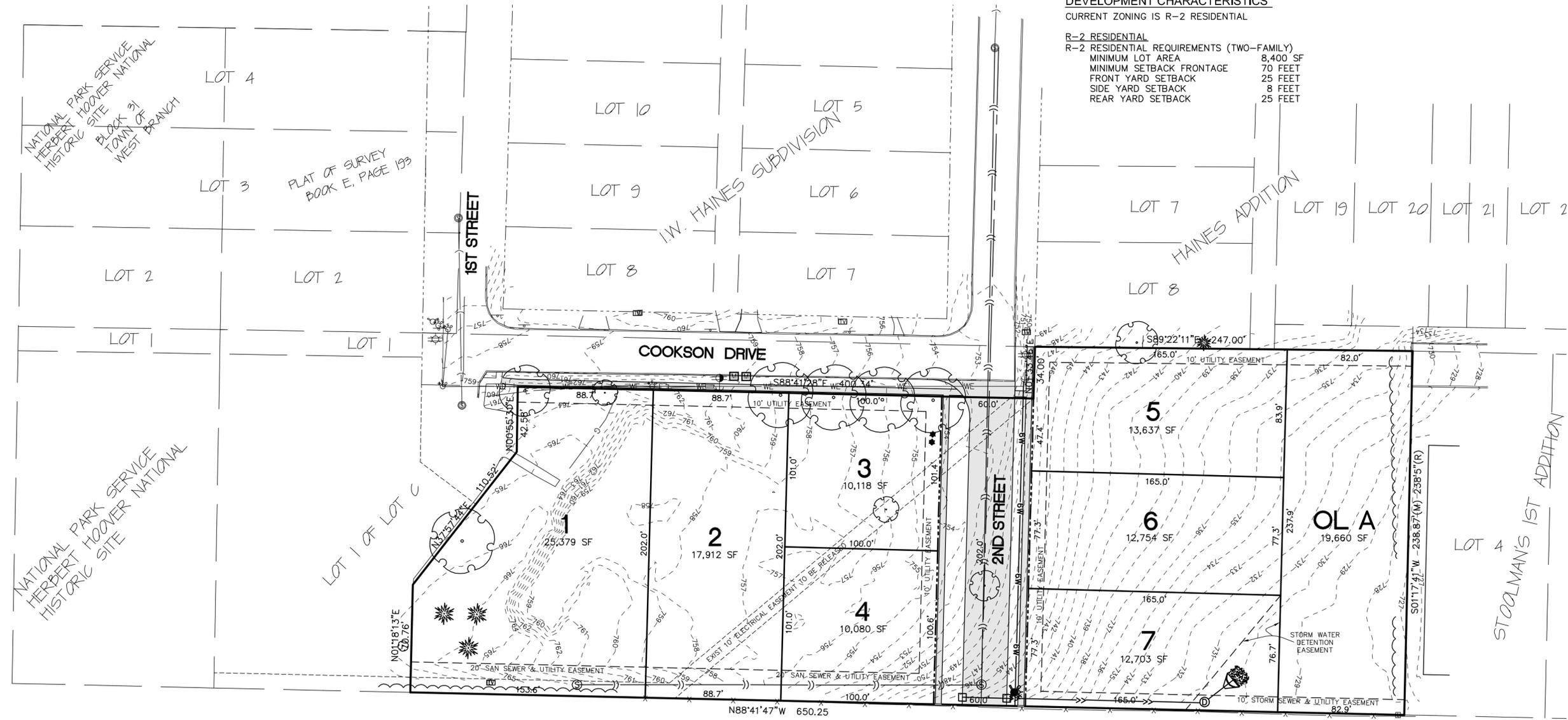
LEGAL DESCRIPTION  
BEGINNING AT THE SOUTHEAST CORNER OF LOT C, WEST 1/2 OF THE NW 1/4 SECTION 8, T79N, R4W, RECORDED IN BOOK 4, AT PAGE 34, CEDAR COUNTY RECORDER'S OFFICE; THENCE N88°41'47"W, ALONG THE SOUTH LINE OF SAID LOT C, 650.25 FEET, TO A POINT ON THE EAST LINE OF LOT 1 OF LOT C, IN ACCORDANCE WITH THE RECORDED PLAT THEREOF; THENCE N01°18'13"E, ALONG SAID EAST LINE, 70.76 FEET; THENCE N37°57'44"W, ALONG SAID EAST LINE, 110.52 FEET; THENCE N00°55'31"E, ALONG SAID EAST LINE, 42.58 FEET, TO A POINT ON THE SOUTH LINE OF COOKSON DRIVE; THENCE S88°41'28"E, ALONG SAID SOUTH LINE, 400.34 FEET, TO A POINT ON THE EAST LINE OF 2ND STREET; THENCE N01°33'48"E, ALONG SAID EAST LINE, 34.00 FEET, TO A POINT ON THE SOUTH LINE OF HAINES ADDITION; IN ACCORDANCE WITH THE RECORDED PLAT THEREOF; THENCE S89°22'11"E, ALONG SAID SOUTH LINE, 247.00 FEET, TO A POINT ON THE EAST LINE OF SAID LOT C; THENCE S01°17'41"W, ALONG SAID EAST LINE, 238.87 FEET, TO SAID POINT OF BEGINNING, CONTAINING 3.08 ACRES, AND SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.



### DEVELOPMENT CHARACTERISTICS

CURRENT ZONING IS R-2 RESIDENTIAL

R-2 RESIDENTIAL  
R-2 RESIDENTIAL REQUIREMENTS (TWO-FAMILY)  
MINIMUM LOT AREA 8,400 SF  
MINIMUM SETBACK FRONTAGE 70 FEET  
FRONT YARD SETBACK 25 FEET  
SIDE YARD SETBACK 8 FEET  
REAR YARD SETBACK 25 FEET



Date	Revision

## PRELIMINARY PLAT

## COOKSON SUBDIVISION

WEST BRANCH  
CEDAR COUNTY  
IOWA

## MMS CONSULTANTS, INC.

Date:	07/16/13
Designed by:	DAM
Field Book No.:	845
Drawn by:	JDM
Scale:	1"=50'
Checked by:	DAM
Sheet No.:	1
Project No.:	2583027
IOWA CITY	of: 1



ZONING: R-1

AREA:

TOTAL AREA (GREEN): 11.8 ACRES

AREA BUILDING:

FIRST FLOOR -	25,640 SF
SECOND FLOOR -	11,689 SF
TOTAL AREA -	37,329 SF

REQUIRED PARKING:

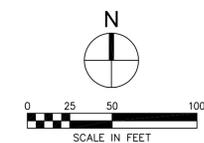
FOR COMMUNITY CENTER:  
 10 SPACES + 1 SPACE/300 SF IN EXCESS OF 2000 SF

$37,329 - 2000 = 35,329$  SF

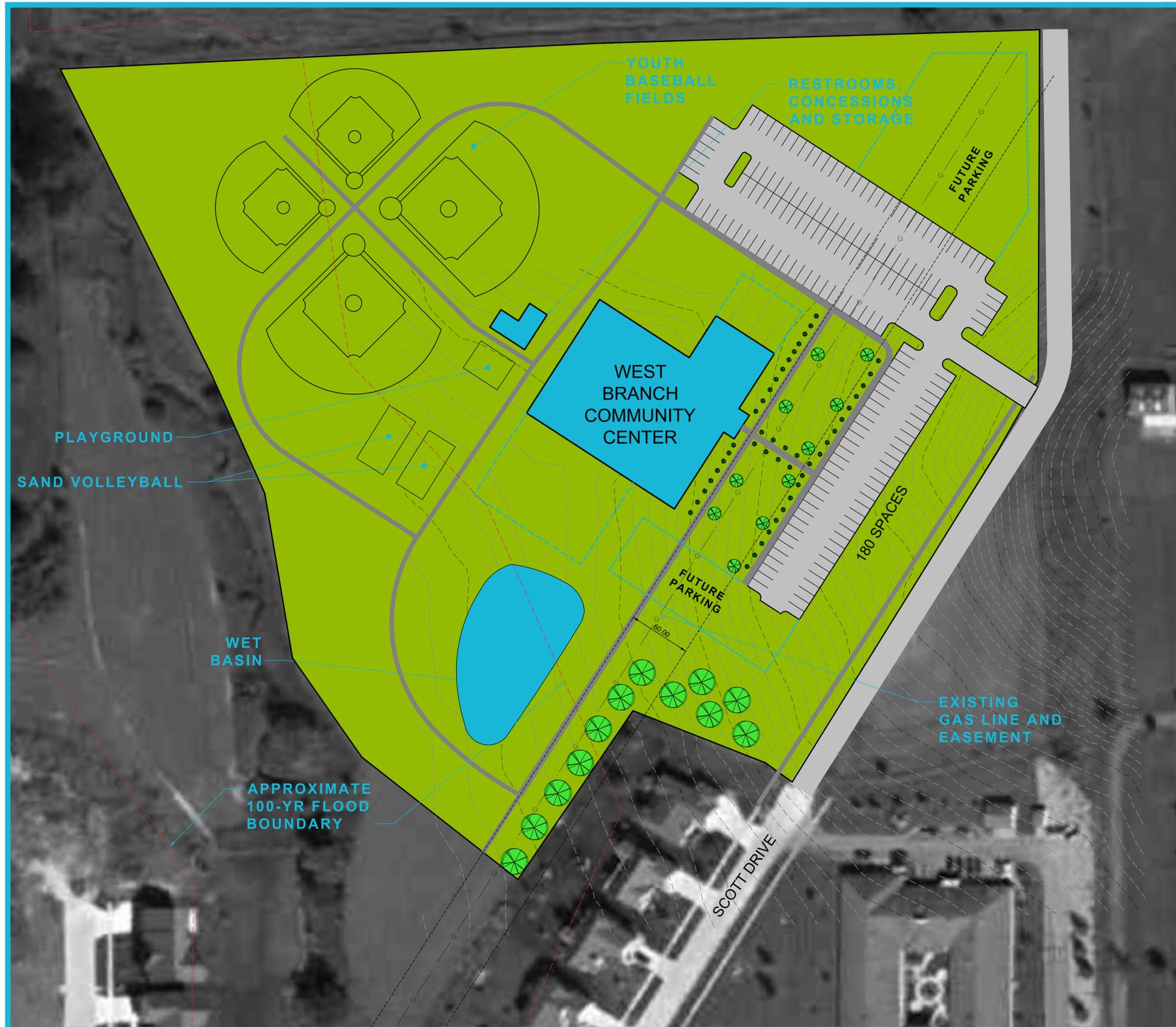
$(1 \text{ SPACE}/300 \text{ SF}) * (35,329 \text{ SF}) = 118 \text{ SPACES}$   
*(50 ADDITIONAL SPACES REQUIRED FOR FUTURE BUILDING ADDITIONS)*

FOR BASEBALL FIELDS:  
 1 SPACE PER 4 SEATS OF BLEACHER CAPACITY  
 (ALLOWED BLEACHER CAPACITY: 248)

TOTAL PARKING PROVIDED = 180 SPACES



SITE PLAN  
 PEDERSON VALLEY DEVELOPMENT SITE



ZONING:	R-1
<u>AREA:</u>	
TOTAL AREA (GREEN):	11.8 ACRES
<u>AREA BUILDING:</u>	
FIRST FLOOR -	25,640 SF
SECOND FLOOR -	11,689 SF
TOTAL AREA -	37,329 SF

REQUIRED PARKING:

FOR COMMUNITY CENTER:  
 10 SPACES + 1 SPACE/300 SF IN EXCESS OF  
 2000 SF

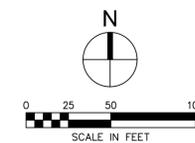
$$37,329 - 2000 = 35,329 \text{ SF}$$

$$(1 \text{ SPACE}/300 \text{ SF}) * (35,329 \text{ SF}) = 118 \text{ SPACES}$$

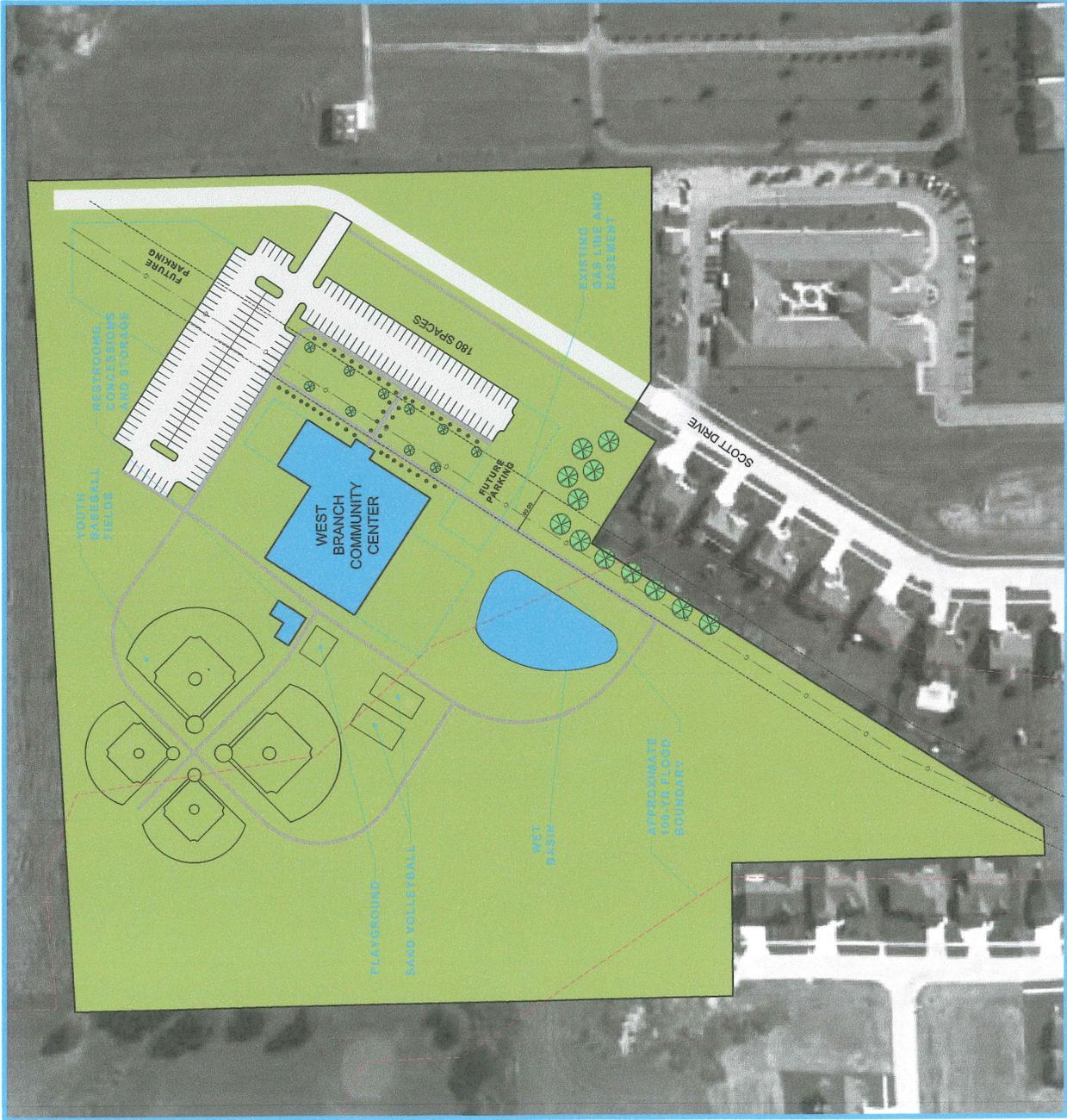
*(50 ADDITIONAL SPACES REQUIRED FOR FUTURE BUILDING ADDITIONS)*

FOR BASEBALL FIELDS:  
 1 SPACE PER 4 SEATS OF BLEACHER CAPACITY  
 (ALLOWED BLEACHER CAPACITY: 248)

TOTAL PARKING PROVIDED = 180 SPACES



SITE PLAN  
 PEDERSON VALLEY DEVELOPMENT SITE



SITE PLAN  
PEDERSON VALLEY DEVELOPMENT SITE

ZONING: R-1

AREA: TOTAL PROPERTY AREA (GREEN): 19.74 ACRES

AREA BUILDING: FIRST FLOOR - 25,640 SF  
SECOND FLOOR - 11,689 SF  
TOTAL AREA - 37,329 SF

REQUIRED PARKING: 10 SPACES + 1 SPACE/300 SF IN EXCESS OF 2000 SF

37,329 - 2000 = 35,329 SF  
(1 SPACE/300 SF ) \* (35,329 SF) = 118 SPACES  
(50 ADDITIONAL SPACES REQUIRED FOR FUTURE BUILDING ADDITIONS)

FOR BASEBALL FIELDS:  
1 SPACE PER 4 SEATS OF BLEACHER CAPACITY  
(ALLOWED BLEACHER CAPACITY: 248)

TOTAL PARKING PROVIDED = 180 SPACES

# City of West Branch

~A Heritage for Success~

---

## Park & Recreation Commission

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July 18, 2013

City of West Branch  
Attn: Mayor and City Council  
PO Box 218, 110 N. Poplar Street  
West Branch, Iowa 52358

RE: Potential Park Purchase

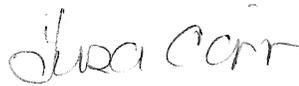
Honorable Mayor and Members of the West Branch City Council:

The members of the Parks and Recreation Commission of West Branch, Iowa have worked for the last several years to volunteer in support of park and recreational activities within the City of West Branch. We have also spent extensive time providing input and advice on the various studies that support new park space and facilities. We unanimously support the proposed purchase of Pedersen Valley for a recreation complex and baseball/softball fields.

Sincerely,



Shane Staker  
Commission Member



Lisa Corr  
Commission Member



Becky Hosier  
Commission Member



Tim Shields  
Commission Member



Beth Noe  
Commission Member

---

110 N. Poplar St. · PO Box 218 · West Branch, Iowa 52358 · Ph. 319-643-5888

Fax 319-623-2305 · [www.westbranchiowa.org](http://www.westbranchiowa.org)



IN REPLY REFER TO:

# United States Department of the Interior

NATIONAL PARK SERVICE

HERBERT HOOVER NATIONAL HISTORIC SITE  
P.O. BOX 607  
WEST BRANCH, IOWA 52358-0607



July 11, 2013

A72(HEHO)

Mayor Mark Worrell, City of West Branch  
110 N. Poplar Street  
P.O. Box 218  
West Branch, Iowa 52358

Dear Mayor Worrell:

It has been a pleasure observing the City of West Branch's efforts to locate and advance opportunities for improved recreational activity for residents of West Branch. After listening to the comments of so many, I also had a few thoughts that I felt might be worthy of your consideration.

The National Park Service has traditionally been thought of as an opportunity for affordable recreation, a place for seeking solitude, or perhaps for gaining new perspectives. In most cases, these spaces are also provided with the prospect for learning about our diverse natural, cultural, or historical context that contribute to tell the story of our great United States. In 2011, the National Park Service also released a new management guidance document entitled *A Call to Action – Preparing for a Second Century of Stewardship and Engagement*. This document is intended to help prepare NPS units to work with visitors and communities to re-explore opportunities or re-emphasize park relevance for our second century of work beginning in 2016. Within this document are a number of themes which include two I believe are closely aligned with your most recent efforts: 1) In My Back Yard, and 2) Parks for People. In greater detail, these themes recommend the following:

**In My Back Yard** – Improve urban residents' knowledge of and access to outdoor cultural experiences close to home by ensuring that every national park located in urban areas has a well-promoted physical connection to the public transportation system or to a pedestrian/bicycle path.

**Parks for People** – Enhance the connection of densely populated, diverse communities to parks, greenways, trails, and waterways to improve close-to-home recreational and natural resources conservation.

There is potential as of late to associate your planning efforts with these themes adopted by the National Park Service in ways that will also compliment the Herbert Hoover National Historic Site. The implementation of the Community Trails Plan in concert with your efforts to achieve a recreation facility could create a viable and popular connection to the already existing pedestrian / bicycle trail on West Main Street. Additionally, considering LEED certified building opportunities, modern storm water management practices, and

alternative energy options would give West Branch a facility that represents both recreational and educational opportunities that demonstrates environmental responsiveness for generations to come.

Finally, I applaud the efforts made to establish community oriented recreational opportunities as they also further those of First Lady Michelle Obama in her “Let’s Move” campaign. For more information on this campaign, I invite you to explore information on its website at [www.letsmove.gov](http://www.letsmove.gov).

I encourage you to move forward with your planning efforts that will promote an active and healthy lifestyle for residents and nearby communities as well as advance those design considerations within the Community Trails Plan as both the City of West Branch and the Herbert Hoover National Historic Site will benefit from their implementation.

Sincerely,

A handwritten signature in black ink that reads "Peter Swisher". The signature is written in a cursive style with a large, stylized initial "P".

Peter S. Swisher  
Superintendent

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO ENTER INTO  
A LOAN AGREEMENT AND BORROW MONEY IN A PRINCIPAL AMOUNT NOT TO  
EXCEED \$400,000

(GENERAL OBLIGATION)

The City Council of the City of West Branch, Iowa, will meet on the 22<sup>nd</sup> day of July, 2013, at the City of West Branch Offices, 110 N. Poplar Street, West Branch, Iowa, at 7:00 o'clock p.m., for the purpose of instituting proceedings and taking action to enter into a loan agreement (the "Loan Agreement") and borrow money in a principal amount not to exceed \$400,000 for the purpose of paying the cost, to that extent, of acquiring real property.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A of the Code of Iowa and will constitute a general obligation of the City.

The maximum rate of interest which may be payable under the Loan Agreement is 7% per annum.

At any time before the date fixed for taking action to enter into the Loan Agreement, a petition may be filed with the City Clerk of the City asking that the question of entering into the Loan Agreement be submitted to the registered voters of the City, pursuant to the provisions of Section 384.26 of the Code of Iowa.

By order of the City Council of the City of West Branch, Iowa.

Matt Muckler  
City Clerk

LONG TERM DEBT SCHEDULE  
GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

City Name: West Branch

Fiscal Year  
2014

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
Project Name	Amount of Issue	Date Certified to County Auditor	Principal Due FY 2014	Interest Due FY 2014	Bond Reg/Other Fees Due FY 2014	Total Obligation Due FY 2014	Paid from Funds OTHER THAN Current Year Property Taxes	Amount Paid by Current Year Debt Service Levy
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
(1) GO Corporate Purpose and Refunding Bonds, Series 2013	2,730,000		155,000	43,290		198,290	156,304	41,986
(2) Water Revenue Bond	943,000		43,000	20,190		63,190	63,190	0
(3) Fobian Lawsuit Settlement Loan	197,500		115,294	7,069		122,363		122,363
(4) Fire Department Expansion Project Loan	376,700		90,000	10,800		100,800	100,800	0
(5) Elgin Pelican Street Sweeper & Skid Loader	148,576		74,682	3,384		78,066		78,066
(6)						0		0
(7)						0		0
(8)						0		0
(9)						0		0
(10)						0		0
(11)						0		0
(12)						0		0
(13)						0		0
(14)						0		0
(15)						0		0
(16)						0		0
(17)						0		0
(18)						0		0
(19)						0		0
(20)						0		0
(21)						0		0
(22)						0		0
(23)						0		0
(24)						0		0
(25)						0		0
(26)						0		0
(27)						0		0
(28)						0		0
(29)						0		0
(30)						0		0
TOTALS			477,976	84,723	0	562,699	320,294	242,405

MINUTES FOR HEARING ON LOAN AGREEMENT AND FOR ISSUANCE OF NOTE

439235-5

West Branch, Iowa

July 22, 2013

The City Council of the City of West Branch, Iowa, met on July 22, 2013, at \_\_\_\_ p.m., at the \_\_\_\_\_, West Branch, Iowa.

The meeting was called to order by the Mayor, and the roll was called showing the following named Council Members present and absent:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_.

This being the time and place specified for taking action on the proposal to enter into a General Obligation Property Acquisition Loan Agreement in a principal amount not to exceed \$400,000, the City Clerk announced that no petition had been filed asking that the question of entering into the loan agreement be submitted to the registered voters of the City, and that the City Council may proceed with the authorization of the loan agreement.

After due consideration and discussion, Council Member \_\_\_\_\_ introduced the resolution next hereinafter set out and moved its adoption, seconded by Council Member \_\_\_\_\_. The Mayor put the question upon the adoption of said resolution, and the roll being called, the following named Council Members voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_.

Whereupon, the Mayor declared the resolution duly adopted, as hereinafter set out.

••••

At the conclusion of the meeting, and upon motion and vote, the City Council adjourned.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

RESOLUTION NO. 1130

Resolution authorizing and approving a Loan Agreement and providing for the issuance of a \$400,000 General Obligation Property Acquisition Note and providing for the levy of taxes to pay the same

WHEREAS, pursuant to the provisions of Section 384.24A of the Code of Iowa, the City of West Branch (the “City”), in Cedar and Johnson Counties, State of Iowa has heretofore proposed to contract indebtedness and to enter into a General Obligation Property Acquisition Loan Agreement (the “Loan Agreement”) in a principal amount not to exceed \$400,000 for the purpose of paying the cost, to that extent, of acquiring real property, and in lieu of calling an election on such proposal, the City has published notice of the proposed action and as of July 22, 2013 no petition had been filed with the City Clerk of the City asking that the question of entering into the Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, it is necessary at this time to authorize and approve the Loan Agreement and to make provision for the issuance of a \$400,000 General Obligation Property Acquisition Note (the “Note”) in evidence of the obligation of the City under the Loan Agreement;

NOW, THEREFORE, Be It Resolved by the City Council of the City of West Branch, Iowa, as follows:

Section 1. The City hereby determines to enter into the Loan Agreement with Community State Bank, West Branch, Iowa, as lender (the “Lender”), providing for a loan to the City in the principal amount of \$400,000 for the purpose set forth in the preamble hereof.

The Mayor and City Clerk are hereby authorized and directed to sign the Loan Agreement on behalf of the City, and the Loan Agreement is hereby approved.

Section 2. The Note is hereby authorized to be issued in the principal amount of \$400,000, and shall be dated as of the date of its delivery to the Lender (anticipated to be July 31, 2013) and shall be payable as to both principal and interest in the manner hereinafter specified.

The City Clerk is hereby designated as the registrar and paying agent for the Note and may be hereinafter referred to as the “Registrar” or the “Paying Agent.”

Principal of and interest on the Note shall be payable in nine equal installments of \$46,668.37; due on the first day of June in each year, commencing June 1, 2014, and continuing to and including June 1, 2022, with one final installment of all remaining principal and interest due at final maturity on June 1, 2023. The Note bears interest at the rate of 3.00% per annum. Interest shall be calculated on the basis of a 30/360 year.

Payment of both principal of and interest on the Note shall be made to the registered owner appearing on the registration books of the City at the close of business on the fifteenth day of the month next preceding the payment date and shall be paid by check or draft mailed to the registered owner at the address shown on such registration books; provided, however, that the

final installment of principal and interest shall be payable only upon presentation and surrender of the Note to the Paying Agent.

The City reserves the right to prepay principal of the Note in whole or in part at any time prior to and in inverse order of maturity on terms of par and accrued interest. All principal so prepaid shall cease to bear interest on the prepayment date.

The City hereby pledges the faith, credit, revenues and resources and all of the real and personal property of the City for the full and prompt payment of the principal of and interest on the Note.

The Note shall be executed on behalf of the City with the official manual or facsimile signature of the Mayor and attested with the official manual or facsimile signature of the City Clerk and shall be a fully registered Note without interest coupons. In case any officer whose signature or the facsimile of whose signature appears on the Note shall cease to be such officer before the delivery of the Note, such signature or such facsimile signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

The Note shall be fully registered as to principal and interest in the name of the owner on the registration books of the City kept by the Registrar, and after such registration, payment of the principal thereof and interest thereon shall be made only to the registered owner or its legal representatives or assigns. The Note shall be transferable only upon the registration books of the City upon presentation to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form thereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The record and identity of any owners of the Note shall be kept confidential as provided by Section 22.7 of the Code of Iowa.

Section 3. The Note shall be in substantially the following form:

(Form of Note)

UNITED STATES OF AMERICA  
STATE OF IOWA  
COUNTIES OF CEDAR AND JOHNSON  
CITY OF WEST BRANCH

GENERAL OBLIGATION PROPERTY ACQUISITION NOTE

\$400,000

RATE	MATURITY DATE	NOTE DATE
3.00%	June 1, 2023	July 31, 2013

The City of West Branch (the “City”), in Cedar and Johnson Counties, State of Iowa, for value received, promises to pay in the manner hereinafter provided to

Community State Bank  
West Branch, Iowa

or registered assigns, the principal sum of FOUR HUNDRED THOUSAND DOLLARS, together with interest on the outstanding principal hereof from the date of this Note, or from the most recent payment date on which interest has been paid, except as the provisions hereinafter set forth with respect to prepayment prior to maturity may be or become applicable hereto.

Principal of and interest on the Note shall be payable in nine equal installments of \$46,668.37; due on the first day of June in each year, commencing June 1, 2014, and continuing to and including June 1, 2022, with one final installment of all remaining principal and interest due at final maturity on June 1, 2023. The Note bears interest at the rate of 3.00% per annum. Interest shall be calculated on the basis of a 30/360 year.

Both principal of and interest on this Note are payable to the registered owner appearing on the registration books of the City maintained by the City Clerk (hereinafter referred to as the “Registrar” or the “Paying Agent”) at the close of business on the fifteenth day of the month next preceding the payment date in lawful money of the United States of America by check or draft mailed to the registered owner at the address shown on such registration books; provided, however, that the final installment of principal and interest will be payable only upon presentation and surrender of this Note to the Paying Agent.

This Note is issued by the City to evidence its obligation under a certain Loan Agreement, dated as of the date hereof (the “Loan Agreement”) entered into by the City for the purpose of paying the cost, to that extent, of acquiring real property.

This Note is issued pursuant to and in strict compliance with the provisions of Chapter 76 and Chapter 384 of the Code of Iowa, 2013, and all other laws amendatory thereof and supplemental thereto, and in conformity with a resolution of the City Council authorizing and approving the Loan Agreement and providing for the issuance and securing the payment of this Note (the "Resolution"), and reference is hereby made to the Resolution and the Loan Agreement for a more complete statement as to the source of payment of this Note and the rights of the owner of this Note.

The City reserves the right to prepay principal of this Note, in whole or in part, at any time prior to and in inverse order of maturity on terms of par and accrued interest. All principal so prepaid will cease to bear interest on the prepayment date.

This Note is fully negotiable but shall be fully registered as to both principal and interest in the name of the owner on the books of the City in the office of the Registrar, after which no transfer shall be valid unless made on said books and then only upon presentation of this Note to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form hereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The City, the Registrar and the Paying Agent may deem and treat the registered owner hereof as the absolute owner for the purpose of receiving payment of or on account of principal hereof, premium, if any, and interest due hereon and for all other purposes, and the City, the Registrar and the Paying Agent shall not be affected by any notice to the contrary.

And It Is Hereby Certified and Recited that all acts, conditions and things required by the laws and Constitution of the State of Iowa, to exist, to be had, to be done or to be performed precedent to and in the issue of this Note were and have been properly existent, had, done and performed in regular and due form and time; that the faith, credit, revenues and resources and all the real and personal property of the City are irrevocably pledged for the prompt payment hereof, both principal and interest; and that the total indebtedness of the City, including this Note, does not exceed any constitutional or statutory limitations.

IN TESTIMONY WHEREOF, the City of West Branch, Iowa, by its City Council, has caused this Note to be executed by its Mayor and attested by its City Clerk, on July 31, 2013.

CITY OF WEST BRANCH, IOWA

By (DO NOT SIGN)  
Mayor

Attest:

(DO NOT SIGN)  
City Clerk

### ABBREVIATIONS

The following abbreviations, when used in this Note, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM	- as tenants in common	UTMA	_____
			(Custodian)
TEN ENT	- as tenants by the entireties	As Custodian for	_____
JT TEN	- as joint tenants with		(Minor)
	right of survivorship and	under Uniform Transfers to Minors Act	
	not as tenants in common		_____
			(State)

Additional abbreviations may also be used though not in the list above.

### ASSIGNMENT

For valuable consideration, receipt of which is hereby acknowledged, the undersigned assigns this Note to

\_\_\_\_\_  
(Please print or type name and address of Assignee)

PLEASE INSERT SOCIAL SECURITY OR OTHER IDENTIFYING NUMBER OF ASSIGNEE

and does hereby irrevocably appoint \_\_\_\_\_, Attorney, to transfer this Note on the books kept for registration thereof with full power of substitution.

Dated: \_\_\_\_\_

Signature guaranteed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NOTICE: The signature to this Assignment must correspond with the name of the registered owner as it appears on this Note in every particular, without alteration or enlargement or any change whatever.

Section 4. It is anticipated that closing of the borrowing transaction contemplated herein will be on or around July 31, 2013, provided, however, that execution of the Note and the Loan Agreement shall be undertaken as soon after the adoption of this resolution as may be possible and thereupon shall be delivered to the Registrar for registration and delivery to or upon the direction of the Lender, upon receipt of the proceeds to be received under the Loan Agreement (the “Loan Proceeds”), and all action heretofore taken in connection with the Loan Agreement is hereby ratified and confirmed in all respects. The Loan Proceeds shall be used to pay the costs of the Acquisition and costs of issuance of the Note. Any Loan Proceeds remaining after the full payment of such costs shall be deposited in the Debt Service Fund and used to pay principal of and interest on the Note as the same become due. The City shall keep a detailed and segregated accounting of the expenditure of, and investment earnings on, the Loan Proceeds to ensure compliance with the requirements of the Internal Revenue Code, as hereinafter defined.

Section 5. As required by Chapter 76 of the Code of Iowa, and for the purpose of providing for the levy and collection of a direct annual tax sufficient to pay the interest on the Note as it falls due, and also to pay and discharge the principal thereof at maturity, there is hereby ordered levied on all the taxable property in the City in each of the years while the Note is outstanding, a tax sufficient for that purpose, and in furtherance of this provision, but not in limitation thereof, there is hereby levied on all the taxable property in the City the following direct annual tax:

For collection in the fiscal year beginning July 1, 2014,  
sufficient to produce the net annual sum of \$46,669;

For collection in the fiscal year beginning July 1, 2015,  
sufficient to produce the net annual sum of \$46,669;

For collection in the fiscal year beginning July 1, 2016,  
sufficient to produce the net annual sum of \$46,669;

For collection in the fiscal year beginning July 1, 2017,  
sufficient to produce the net annual sum of \$46,669;

For collection in the fiscal year beginning July 1, 2018,  
sufficient to produce the net annual sum of \$46,669;

For collection in the fiscal year beginning July 1, 2019,  
sufficient to produce the net annual sum of \$46,669;

For collection in the fiscal year beginning July 1, 2020,  
sufficient to produce the net annual sum of \$46,669;

For collection in the fiscal year beginning July 1, 2021,  
sufficient to produce the net annual sum of \$46,669; and

For collection in the fiscal year beginning July 1, 2022,  
sufficient to produce the net annual sum of \$46,669.

Section 6. A certified copy of this resolution shall be filed with the County Auditors of Cedar County and Johnson County, and the County Auditors are hereby instructed to enter for collection and assess the tax hereby authorized. When annually entering such taxes for collection, the County Auditors shall include the same as a part of the tax levy for Debt Service Fund purposes of the City and when collected, the proceeds of the taxes shall be converted into the Debt Service Fund of the City and set aside therein as a special account to be used solely and only for the payment of the principal of and interest on the Note hereby authorized and for no other purpose whatsoever.

Pursuant to the provisions of Section 76.4 of the Code of Iowa, each year while the Note remains outstanding and unpaid, any funds of the City which may lawfully be applied for such purpose, may be appropriated, budgeted and, if received, used for the payment of the principal of and interest on the Note as the same become due, and if so appropriated, the taxes for any given fiscal year as provided for in Section 5 of this Resolution, shall be reduced by the amount of such alternate funds as have been appropriated for such purpose, and evidenced in the City's budget.

Section 7. The interest or principal and both of them falling due in any year or years shall, if necessary, be paid promptly from current funds on hand in advance of taxes levied and when the taxes shall have been collected, reimbursement shall be made to such current funds to the sum thus advanced.

Section 8. It is the intention of the City that interest on the Note be and remain excluded from gross income for federal income tax purposes pursuant to the appropriate provisions of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations in effect with respect thereto (all of the foregoing herein referred to as the "Internal Revenue Code"). In furtherance thereof, the City covenants to comply with the provisions of the Internal Revenue Code as they may from time to time be in effect or amended and further covenants to comply with the applicable future laws, regulations, published rulings and court decisions as may be necessary to insure that the interest on the Note will remain excluded from gross income for federal income tax purposes. Any and all of the officers of the City are hereby authorized and directed to take any and all actions as may be necessary to comply with the covenants herein contained.

The City hereby designates the Note as a "Qualified Tax Exempt Obligation" as that term is used in Section 265(b)(3)(B) of the Internal Revenue Code.

Section 9. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 10. This resolution shall be in full force and effect immediately upon its adoption and approval.

Passed and approved on July 22, 2013.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

STATE OF IOWA  
CEDAR & JOHNSON COUNTIES           SS:  
CITY OF WEST BRANCH

I, the undersigned, City Clerk of the City of West Branch, do hereby certify that as such City Clerk I have in my possession or have access to the complete corporate records of the City and of its Council and officers and that I have carefully compared the transcript hereto attached with those corporate records and that the transcript hereto attached is a true, correct and complete copy of all the corporate records in relation to the hearing on a certain Loan Agreement and the adoption of a resolution entitled "Resolution authorizing and approving a Loan Agreement and providing for the issuance of a \$400,000 General Obligation Property Acquisition Note and providing the levy of taxes to pay the same," and that the transcript hereto attached contains a true, correct and complete statement of all the measures adopted and proceedings, acts and things had, done and performed up to the present time with respect thereto.

I further certify that no appeal has been taken to the District Court from the decision of the City Council to enter into the Loan Agreement and to issue the Note.

WITNESS MY HAND this \_\_\_\_\_ day of July, 2013.

\_\_\_\_\_  
City Clerk

STATE OF IOWA

SS:

CEDAR COUNTY

I, the undersigned, County Auditor of Cedar County, in the State of Iowa, do hereby certify that on the \_\_\_\_\_ day of July, 2013, the City Clerk of the City of West Branch filed in my office a certified copy of a resolution of the City shown to have been adopted by the City Council and approved by the Mayor thereof on July 22, 2013, entitled: "Resolution authorizing and approving a Loan Agreement and providing for the issuance of a \$400,000 General Obligation Property Acquisition Note and providing the levy of taxes to pay the same," and that I have duly placed the copy of the resolution on file in my records.

I further certify that the taxes provided for in that resolution will in due time, manner and season be entered on the State and County tax lists of this County for collection in the fiscal year beginning July 1, 2014, and subsequent years as provided in the resolution.

WITNESS MY HAND this \_\_\_\_\_ day of July, 2013.

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County Auditor

STATE OF IOWA

SS:

JOHNSON COUNTY

I, the undersigned, County Auditor of Johnson County, in the State of Iowa, do hereby certify that on the \_\_\_\_\_ day of July, 2013, the City Clerk of the City of West Branch filed in my office a certified copy of a resolution of the City shown to have been adopted by the City Council and approved by the Mayor thereof on July 22, 2013, entitled: "Resolution authorizing and approving a Loan Agreement and providing for the issuance of a \$400,000 General Obligation Property Acquisition Note and providing the levy of taxes to pay the same," and that I have duly placed the copy of the resolution on file in my records.

I further certify that the taxes provided for in that resolution will in due time, manner and season be entered on the State and County tax lists of this County for collection in the fiscal year beginning July 1, 2014, and subsequent years as provided in the resolution.

WITNESS MY HAND this \_\_\_\_\_ day of July, 2013.

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County Auditor

# City of West Branch

~A Heritage for Success~

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Office of the City Administrator

July 11, 2013

To: Interested Banks

Re: City of West Branch, Iowa  
Not to Exceed \$400,000 General Obligation Property Acquisition Note

The City of West Branch, Iowa (the "City"), is seeking bids for the sale of a General Obligation Property Acquisition Note (the "Note") to be issued by the City in evidence of its obligation under a Loan Agreement. The principal amount of the loan may be up to \$400,000. Proceeds from the sale of the Note will be used to pay the costs of acquiring real property for municipal uses. Dorsey & Whitney LLP, Des Moines, Iowa is serving as the City's bond counsel (the "Bond Counsel") for this transaction.

A bid sheet is enclosed with this letter, which must be returned to me no later than Noon on July 18, 2013. Send bids by mail to the attention of the City Administrator, City Hall; 110 North Poplar Street, PO Box 218, West Branch, Iowa 52358-0218, or fax bids to me at (319) 643-2305. The bids will be presented to the West Branch City Council for action at their meeting on July 22, 2013.

The City will enter into a loan agreement with the lender, and one General Obligation Property Acquisition Note will be issued in evidence thereof. Principal of and interest on the Note shall be paid in 9 equal annual installments payable on each June 1, commencing June 1, 2014 and continuing to and including June 1, 2022, with one final installment of all remaining principal and interest due at final maturity on June 1, 2023. Interest on the Note will be calculated on the basis of a 360-day year comprised of twelve 30-day months. An amortization schedule will be produced by Bond Counsel following the determination of the actual principal amount of the borrowing and the rate of interest to be charged.

The City will reserve the right to prepay principal of the Note in any amount at any time without penalty on terms of par plus accrued interest.

The Note will be a general obligation of the City, payable from an unlimited property tax levy against all the taxable property in the City.

Bond Counsel will give an opinion that the interest income on the Note will be excluded from gross income for federal income tax purposes and will not be an item of tax preference for purposes of the federal alternative minimum tax imposed on individuals and corporations, and that the Note will be a "qualified tax exempt obligation" within the meaning of Section 265(b)(3) of the Internal Revenue Code.

The City will enter into the Loan Agreement with the bidder presenting the bid that is in best interests of the City. The successful bidder will be required to execute a Certificate of Purchaser in substantially the form as is enclosed with this letter prior to the closing of this borrowing transaction.

Questions may be directed to the City Administrator, Matt Muckler at (319) 643-5888, or to Bond Counsel, John P. Danos at Dorsey & Whitney, LLP, whose telephone number is (515) 283-1000.

Sincerely,



Matt Muckler, City Administrator

BID SHEET

City of West Branch, Iowa  
General Obligation Property Acquisition Note  
Principal Amount Not To Exceed \$400,000  
Estimated Date of Closing: July 31, 2013

This bid is submitted by the following financial institution \_\_\_\_\_, which is located in \_\_\_\_\_, Iowa.

Principal of and interest on the Note shall be paid in 9 equal annual installments payable on each June 1, commencing June 1, 2014 and continuing to and including June 1, 2022, with one final installment of all remaining principal and interest due at final maturity on June 1, 2023.

The Note shall bear interest at the fixed per annum rate of \_\_\_\_\_%.  
(Bid Here)

The following is for informational purposes only and is not a part of this bid:

Net Interest Cost: \$ \_\_\_\_\_

By \_\_\_\_\_  
\_\_\_\_\_  
(Name) (Title)

The bank's contact person with respect to this bid is \_\_\_\_\_, who can be reached by phone at (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_, and by email at \_\_\_\_\_.

The above offer is accepted on behalf of the City of West Branch, Iowa, this 22<sup>nd</sup> day of July, 2013.

CITY OF WEST BRANCH, IOWA

By \_\_\_\_\_  
Mayor

BID SHEET

City of West Branch, Iowa  
General Obligation Property Acquisition Note  
Principal Amount Not To Exceed \$400,000  
Estimated Date of Closing: July 31, 2013

This bid is submitted by the following financial institution Community State Bank, which is located in West Branch, Iowa.

Principal of and interest on the Note shall be paid in 9 equal annual installments payable on each June 1, commencing June 1, 2014 and continuing to and including June 1, 2022, with one final installment of all remaining principal and interest due at final maturity on June 1, 2023.

The Note shall bear interest at the fixed per annum rate of 3.0 %.  
(Bid Here)

The following is for informational purposes only and is not a part of this bid:

Net Interest Cost: \$ 66,651.96 (estimate)

By Glenn W. Hay  
Glenn W. Hay President & CEO  
(Name) (Title)

The bank's contact person with respect to this bid is Ed Larew, who can be reached by phone at (319) 643 - 3155, and by email at elarew@communitystate.net.

The above offer is accepted on behalf of the City of West Branch, Iowa, this 22<sup>nd</sup> day of July, 2013.

CITY OF WEST BRANCH, IOWA

By \_\_\_\_\_  
Mayor

<b>Funding Date:</b>	08/01/2013	<b>Compounding:</b>	U.S. Rule	<b>Principal:</b>	400,000.00
<b>First Payment Date:</b>	06/01/2014	<b>Period:</b>	Actual/365	<b>Initial Interest Rate:</b>	0.000%
		<b>Pmt Schedule:</b>	Annually	<b>Interest Rate:</b>	3.000%
				<b>Pmt Amount:</b>	46,668.19

Payment Number	Payment Date	Days	Payment Amount	Interest Amount	Principal Reduction	Outstanding Balance	Equity Built
1	06/01/2014	304	\$46,668.19	9,994.52	36,673.67	363,326.33	\$36,673.67
2	06/01/2015	365	\$46,668.19	10,899.79	35,768.40	327,557.93	\$72,442.07
3	06/01/2016	366	\$46,668.19	9,853.66	36,814.53	290,743.40	\$109,256.60
4	06/01/2017	365	\$46,668.19	8,722.30	37,945.89	252,797.51	\$147,202.49
5	06/01/2018	365	\$46,668.19	7,583.93	39,084.26	213,713.25	\$186,286.75
6	06/01/2019	365	\$46,668.19	6,411.40	40,256.79	173,456.46	\$226,543.54
7	06/01/2020	366	\$46,668.19	5,217.95	41,450.24	132,006.22	\$267,993.78
8	06/01/2021	365	\$46,668.19	3,960.19	42,708.00	89,298.22	\$310,701.78
9	06/01/2022	365	\$46,668.19	2,678.95	43,989.24	45,308.98	\$354,691.02
10	06/01/2023	365	\$46,668.25	1,359.27	45,308.98	.00	\$400,000.00
2023	<b>Totals:</b>		<b>466,681.96</b>	<b>66,681.96</b>	<b>400,000.00</b>		
	<b>Grand Totals:</b>		<b>466,681.96</b>	<b>66,681.96</b>	<b>400,000.00</b>		

*This amortization schedule is provided to you for your convenience. The amortization may include estimates based upon information provided by you. Actual terms of credit offered by us may vary from this amortization schedule. The outstanding balance shown above will vary from your actual outstanding balance owed to the Bank because of the timing of payments.*

**ESTIMATED PROJECT COSTS**  
**City of West Branch, Iowa**  
**\$400,000 General Obligation Bonds**  
**Series 2013**



	Estimated
1 Park Purchase	\$ 386,350.00
<hr/>	
<b>Total New Money</b>	<b>\$ 386,350.00</b>
<hr/>	
2 Estimated Cost of Issuance	10,450.00
3 Underwriter Discount ( .8% Max. )	3,200.00
4 Miscellaneous	-
<b>Total Project Cost.....</b>	<b>\$ 400,000.00</b>
<b>Less: Cash</b>	<b>-</b>
<hr/>	
<b>Total Bond Sale.....</b>	<b>\$ 400,000.00</b>

**PRELIMINARY**  
**SUBJECT TO CHANGE**

**ESTIMATED COSTS OF ISSUANCE  
City of West Branch, Iowa  
\$400,000 General Obligation Bonds**

**Series 2013**

	<b>Estimated Cost</b>
1 Speer Financial, Inc. ....	\$4,700.00
2 Speer Auction.....	0.00
3 Addendum Printing.....	0.00
4 Copies, Postage and Mailing (Est.).....	250.00
5 Good Faith Wire Fee.....	0.00
<b>Total Billed by Speer</b>	<b>\$4,950.00</b>
6 Official Statement Printing & Distribution (Est.).....	0.00
7 Bond Counsel (Est.).....	5,000.00
8 Rating Agency (Est.).....	0.00
9 Insurance Premium.....	0.00
10 Registrar/Paying Agent.....	500.00
11 Verification Agent.....	0.00
12 Parity Certificate.....	0.00
13 Escrow Agent.....	0.00
14 Misc./Contingency.....	0.00
<b>Total Direct Pay by City</b>	<b>\$ 5,500.00</b>
15 Underwriter Discount (8/10 of 1%Max).....	<b>3,200.00</b>
<b>Total Estimated Cost of Issuance.....</b>	<b>\$13,650.00</b>
<b>Total without underwriter's discount.....</b>	<b>\$10,450.00</b>

**PRELIMINARY  
SUBJECT TO CHANGE**

**City of West Branch, Iowa**

\$400,000 General Obligation Bonds, Series 2013

\*\*PRELIMINARY - SUBJECT TO CHANGE\*\*

**Debt Service Schedule**

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
10/01/2013	-	-	-	-	-
06/01/2014	40,000.00	0.700%	5,390.00	45,390.00	45,390.00
12/01/2014	-	-	3,902.50	3,902.50	-
06/01/2015	35,000.00	0.900%	3,902.50	38,902.50	42,805.00
12/01/2015	-	-	3,745.00	3,745.00	-
06/01/2016	40,000.00	1.200%	3,745.00	43,745.00	47,490.00
12/01/2016	-	-	3,505.00	3,505.00	-
06/01/2017	40,000.00	1.600%	3,505.00	43,505.00	47,010.00
12/01/2017	-	-	3,185.00	3,185.00	-
06/01/2018	40,000.00	1.900%	3,185.00	43,185.00	46,370.00
12/01/2018	-	-	2,805.00	2,805.00	-
06/01/2019	40,000.00	2.300%	2,805.00	42,805.00	45,610.00
12/01/2019	-	-	2,345.00	2,345.00	-
06/01/2020	40,000.00	2.600%	2,345.00	42,345.00	44,690.00
12/01/2020	-	-	1,825.00	1,825.00	-
06/01/2021	40,000.00	2.850%	1,825.00	41,825.00	43,650.00
12/01/2021	-	-	1,255.00	1,255.00	-
06/01/2022	40,000.00	2.900%	1,255.00	41,255.00	42,510.00
12/01/2022	-	-	675.00	675.00	-
06/01/2023	45,000.00	3.000%	675.00	45,675.00	46,350.00
<b>Total</b>	<b>\$400,000.00</b>	<b>-</b>	<b>\$51,875.00</b>	<b>\$451,875.00</b>	<b>-</b>

**Yield Statistics**

Bond Year Dollars	\$2,106.67
Average Life	5.267 Years
Average Coupon	2.4624209%
Net Interest Cost (NIC)	2.4624209%
True Interest Cost (TIC)	2.4446219%
Bond Yield for Arbitrage Purposes	2.4446219%
All Inclusive Cost (AIC)	2.4446219%

**IRS Form 8038**

Net Interest Cost	2.4624209%
Weighted Average Maturity	5.267 Years

Cost of Loan: Local Bank vs. Bonding

Community State Bank

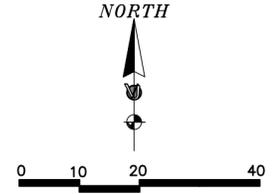
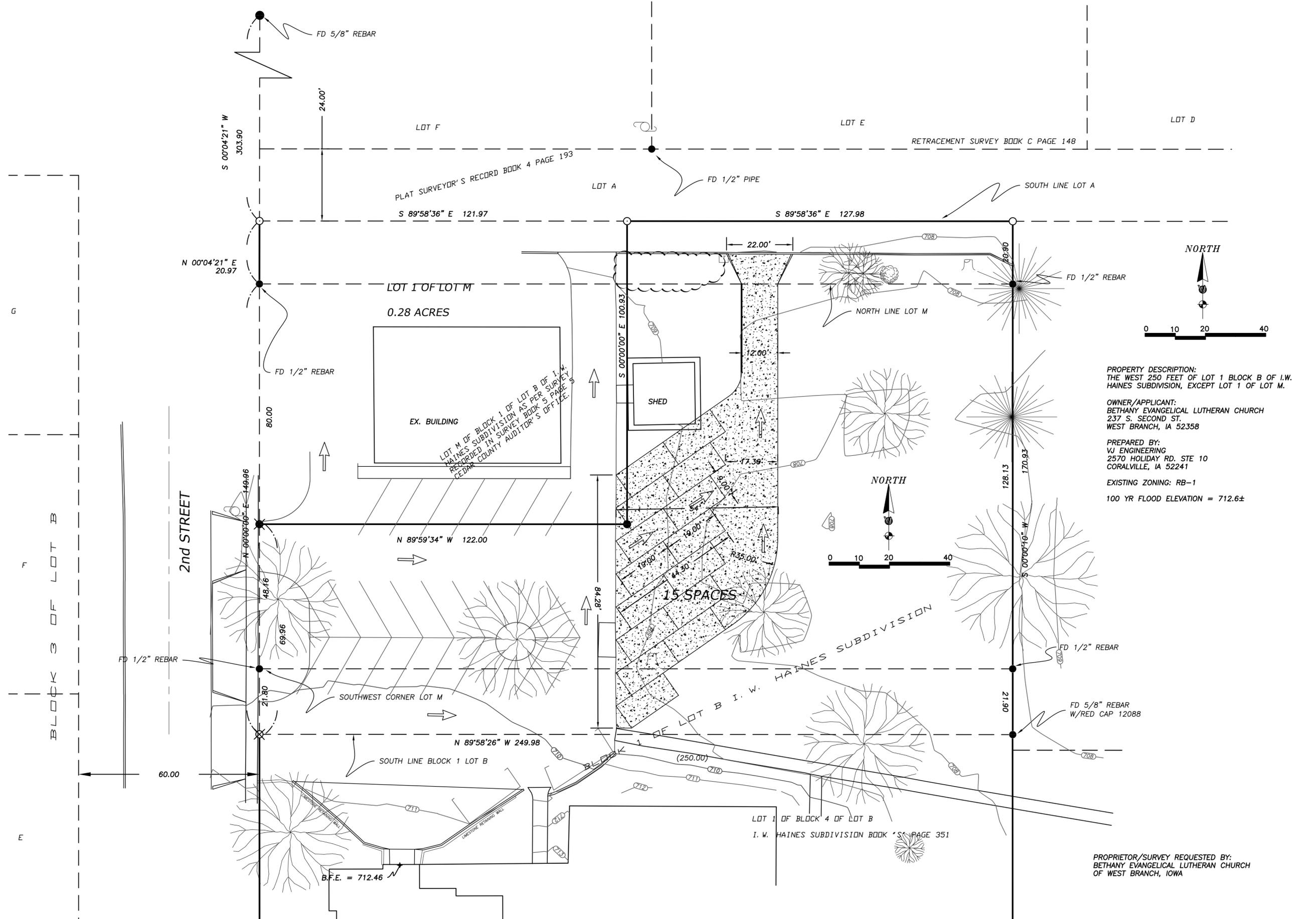
Bond Counsel	\$ 5,000.00
Interest @ 3%	<u>\$ 63,491.57</u>
Total Cost	\$ 68,491.57

Speer Financial

Bond Counsel	\$ 5,000.00
Speer Fees	\$ 4,950.00
Underwriter Fees	\$ 3,200.00
Interest @ 2.4624209%	<u>\$ 51,875.00</u>
Total Cost	\$ 65,025.00

Difference between Speer and Community State = \$ 3,466.57

**SITE PLAN**  
**BETHANY EVANGELICAL LUTHERAN CHURCH**  
**237 S. SECOND STREET, WEST BRANCH, IOWA**



**PROPERTY DESCRIPTION:**  
 THE WEST 250 FEET OF LOT 1 BLOCK B OF I.W. HAINES SUBDIVISION, EXCEPT LOT 1 OF LOT M.

**OWNER/APPLICANT:**  
 BETHANY EVANGELICAL LUTHERAN CHURCH  
 237 S. SECOND ST.  
 WEST BRANCH, IA 52358

**PREPARED BY:**  
 VJ ENGINEERING  
 2570 HOLIDAY RD, STE 10  
 CORALVILLE, IA 52241

**EXISTING ZONING:** RB-1  
 100 YR FLOOD ELEVATION = 712.6±

**PROPRIETOR/SURVEY REQUESTED BY:**  
 BETHANY EVANGELICAL LUTHERAN CHURCH  
 OF WEST BRANCH, IOWA

Jun 05, 2013 T:\WORK\2013\133096\dwg\SITEPLAN 2013.dwg

133096	SITE PLAN	BETHANY LUTHERAN CHURCH	WEST BRANCH, IOWA
coralville, iowa	vj engineering	2570 holiday road	319-338-4939
approved by	NAME		
reviewed by	NAME		
date	6/5/13		
scale	1" = 20'	book	
revisions			