

City of West Branch

~A Heritage for Success~

110 N. Poplar Street • PO Box 218 • West Branch, Iowa 52358
(319) 643-5888 • Fax (319) 643-2305 • www.westbranchiowa.org • city@westbranchiowa.org

SPECIAL CITY COUNCIL MEETING AGENDA

Monday, June 2, 2014 • 6:30 p.m.

City Council Chambers, 110 North Poplar Street

Action may be taken on any agenda item.

1. Call to order
2. Roll call
3. Motion to adjourn to closed session to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where the disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation pursuant to Section 21.5(c) of the Code of Iowa.
4. Adjourn

CITY COUNCIL MEETING AGENDA

Monday, June 2, 2014 • 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 May 19, 2014 City Council Meeting.
 - b. Approve claims.
 - c. Approve street closures for Hoovers Hometown Days.
 - i. 2nd Street from Main Street to the Water Street Parking Lot from 5:00 p.m. on Friday August 1, 2014 to 1:00 a.m. on Sunday August 3, 2014.
 - ii. Main Street from Parkside Drive to 2nd Street from 12:00 a.m. on Saturday August 2, 2014 to 12:00 a.m. on Sunday August 3, 2014.
 - iii. Main Street from Parkside Drive to Poplar Street from 9:45 a.m. to 5:00 p.m. on Saturday August 2, 2014.
 - iv. N. Downey Street from Main Street to Green Street from 9:45 a.m. to 5:00 p.m. on Saturday August 2, 2014.
 - v. Approve Change Order Number One, increasing the contract amount by \$416.63 to Visu-Sewer, Inc. for the West Branch Sanitary Sewer Rehabilitation – Phase 1.
 - vi. Approve Change Order Number Two, increasing the contract amount by \$2,550.00 to Visu-Sewer, Inc. for the West Branch Sanitary Sewer Rehabilitation – Phase 1.
 - vii. Approve payment to Visu-Sewer, Inc. in the amount of \$121,432.14 for Partial Pay Estimate No. 1 Sanitary Sewer Rehabilitation – Phase 1.

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CITY COUNCIL MEETING AGENDA
Monday, June 2, 2014 • 7:00 p.m. (continued)
City Council Chambers, 110 North Poplar Street
Action may be taken on any agenda item.

6. Communications/Open Forum
7. Public Hearing/Non-Consent Agenda
 - a. Mayor Pro Tem Colton Miller - Appointments/Reappointments/Move to action.
 - i. Joshua Meade – West Branch Police Department Reserve Officer I
 - ii. Joshua Besick – West Branch Police Department Reserve Officer I
 - b. Approve Class C Liquor License with Living Quarters, Outdoor Service and Sundays Sales Permits for Pamella Miller, DBA: Greenview Cocktail Club./Move to action.
 - c. First Reading of Ordinance 724, amending Title Chapter 69 “Parking Regulations.”/Move to action.
 - d. Public Hearing on proposed amendment to Section 165.26 of the West Branch Zoning Ordinance.
 - e. First Reading of Ordinance 725, amending Chapter 165 “Zoning Regulations.”/Move to action.
 - f. Public Hearing on the proposed Amended and Restated West Branch Urban Renewal Plan.
 - g. Resolution 1198, approving and adopting an Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area./Move to action.
 - h. Resolution 1204, hiring Kassie Bailey as a Park & Rec Department Part-Time Seasonal Employee for the City of West Branch, Iowa and setting the salary for the position of the fiscal year 2013-2014./Move to action.
 - i. Resolution 1205, approving an agreement with FEH Associates Inc. in the amount of \$11,800 for pre-funding schematic design services for the West Branch Community Center Building Plan Project./Move to action.
8. City Staff Reports
 - a. Main Street Executive Director Mackenzie Krob – Music on the Green Concert Series
 - b. Deputy City Clerk Dawn Brandt – International Institute of Municipal Clerks Annual Conference
 - c. Administrative Assistant Shanelle Peden – Iowa League of Cities Annual Conference Registration and Reservations
 - d. Park & Rec Director Melissa Russell – Summer Calendar
 - e. City Engineer Dave Schechinger – West Main Street Traffic Study Update
9. Comments from Mayor and Council Members
10. Motion to adjourn to executive session to evaluate the professional competency of an individual whose performance is being considered as part of an annual review process and that individual requests a closed session pursuant to Section 21.5(i) of the Code of Iowa.
11. Adjournment

Mayor: Mark Worrell • **Council Members:** Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, Mary Beth Stevenson
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

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CITY COUNCIL WORK SESSION

Monday, June 2, 2014

Immediately following regular City Council Meeting

City Council Chambers, 110 North Poplar Street

1. Call to Order
2. Roll Call
3. Introductions & General Overview of the Meeting
 - Report on City Council Meeting on May 5th
 - Review of CIP – Thresholds for a Capital Project
4. The Time Table for the CIP Preparation Process
 - Tentative Dates
 - Goals & Objectives of each Meeting
5. Review of Potential Projects – Source
 - Comprehensive Plan
 - Infrastructure Studies
 - City Department Director List
 - Mayor & City Council Member Lists
 - Goal Setting Reports – Past & Present
 - Missing or Forgotten Projects
6. Review of Proposed Capital Projects
 - Police Department
 - Fire Department
 - Park & Rec
 - Library
 - Streets and Public Works
 - Water, Sewer and Stormwater Utilities
 - City Hall Projects
7. Sources of Funding for Projects – General Overview
8. Mayor & City Council Ranking Process
 - Completion of List of Projects
 - Cost Estimates for Projects
 - Department Director Priority
 - Ranking System – A, B, C & D
9. The Next CIP Meeting – June 23rd
 - Purpose and Overview
 - Advance Preparation – Who & What
10. Comments and Questions
11. Adjourn

Mayor: Mark Worrell • **Council Members:** Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, Mary Beth Stevenson
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

Croell Redi-Mix	Streets - Concrete	268.50
Culligan Water	Fire - Water Cond Rental	33.70
Debra Fiderlein	P&R - 2014 Session 3 Fitness	188.55
Deweys Jack & Jill	Lib/P&R/Cemetery - Supplies	50.56
Dreamhost Webhosting	Admin - Website Hosting	119.40
Earl May Nursery & Garden	Library - Plants	125.00
Ebsco Industries	Library - Subscriptions	920.99
Ed.M.Feld Equipment	Fire - Supplies	1,485.00
EFTPS	Federal Withholdings	5,579.52
Emslrc	Fire - Healthcare Cards	244.00
ETS Corporation	Admin - Credit Card Fees	40.78
F&B Communications	Admin - Web Hosting	29.95
Future Line Truck Equip	Streets - Cutting Edge	175.98
General Pest Control	Library - Pest Control	70.00
George Lawson Consulting	Library - Charrette Fee	4,169.12
Greatamerica Leasing	Admin - Copier Lease	252.06
Hampton Inn & Suites	Water - Lodging For Training	296.37
HBK Engineering	P&R - Eng Park Prj A13-0839	4,315.00
HD Cline Company	Cemetery - Oil Filter	110.33
Heiman Fire Equipment	Fire - Cylinders/Valves	20,054.15
Holiday Inn Des Moines	Admin - Lodging At Trng Conf	557.76
Image Trend	Fire - Res Bridge Setup Fee	500.00
IMWCA	Streets - Prorated WC Premium	7,154.00
Iowa Library Association	Library - Training	250.00
Iowa One Call	Water/Sewer - Service	39.60
Iowa Park And Recreation	Park & Rec - Conference Fee	210.00
Iowa State University	Fire - Ff2 Training Class	50.00
Jodi Yeggy	P&R - 2014 Session 3 Fitness	230.45
Joey Dean Wenndt	Admin - Is100 & 700 Trng Class	225.00
John Deere Financial	Cemetery/Water - Supplies	340.11
Johnson County Refuse Inc.	Recycling - April 2014	4,632.40
Kevin D Olson	Legal Services May 2014	1,500.00
King's Material	Cemetery - Supplies	338.85
Liberty Communications	Various Depts - Phone Service	1,086.41
Linn County R.E.C.	Streets - Utilities	220.00
Lynch's Excavating Inc	Water - Service	4,129.95
Lynch's Plumbing Inc	Water - Parts	12.60
Matt Parrott	Admin - Minute Book & Paper	275.59
Mediacom	Cable - Service	40.90
Menards	Cemetery - Plants & Supplies	758.17
Midwest Frame & Axle	Fire - Service Fire Truck	843.00
Midwest Janitorial Service	Adm/Police/Lib/TH-Cleaning	1,371.56
Moore's Welding Inc	Fire - Service New Fire Trk	507.38

Movie Licensing USA	Library - Site License	75.00
Municipal Supply Inc.	Water - Supplies	1,660.40
Oriental Trading Co. Inc.	Park & Rec - Easter Supplies	550.94
Overdrive	Library - Ebooks	618.86
Parkside Tire & Wrecker	Fire - Atv Tire Repair Labor	60.00
Paul Stagg	Water -Reimb For Fuel To Trng	44.40
Payroll Expense	Payroll Expense - 5-9-14	24,596.17
Pitney Bowes	Admin/Water/Sewer - Postage	500.00
Plunkett's Pest Control	Admin - Pest Control	91.52
Port 'O' Jonny Inc.	Park & Rec - Service	83.00
Qc Analytical Services	Sewer - Testing	730.00
Quill Corp	Library - Supplies	371.15
Red Buffalo Tree Service	Streets - Remove Trees	2,100.00
River Products Company	Streets - Roadstone	564.22
RK Dixon	Admin - Blk/Wht & Color Copies	680.95
S & S Flatwork	Streets-Sidewalk Repairs	2,130.00
Sandry Fire Supply	Fire - Supplies	432.00
Shanelle M Peden	Water/Cable - Reimb/Videotaping	320.23
Shawn Pierce	P&R- 2014 Session 3 Fitness	188.55
Sprint	Police - Service	179.97
Terence J GoerdT	Admin - Building Inspections	350.00
Toynes Ia. Fire Trk.Serv	Fire - Step Light	31.92
Treasurer State Of Iowa	Iowa Sales Tax Ach Pmt - April	2,524.69
U Of Iowa: State Hygienic Lab	Water - Testing	163.00
Ups	Sewer - Shipping	101.04
Us Bank Equipment Finance	Library - Copier Contract	70.42
Us Cellular	Various Depts - Phone Service	550.41
USA Blue Book	Water - Hydrant Diffuser	323.56
Veenstra & Kimm Inc.	Engineering - Various Projects	19,045.48
Wageworks	Flex - Hcfsa2013 Russell Ach	9.00
Walmart	Library - Supplies	142.72
Water Solutions	Water - Blended Phosphate	2,442.00
Wellmark, Inc.	Admin -Flex Admin & Claims Fee	520.00
West Branch Firefighters	Fire-FDIC Fire Training Reimb	683.68
West Branch Ford	Sewer - Service 04 Ford	245.37
West Branch Repairs	Fire - Parts & Labor	349.76
West Branch Times	Sewer/P&R/Legal - Publications	970.32
Wex Bank	Police - Fuel	687.61
	Grand Total	161,577.79

Fund Totals

001 General Fund 83,184.01

022 Civic Center	836.78
031 Library	13,504.52
036 Tort Liability	7,154.00
110 Road Use Tax	6,203.84
112 Trust And Agency	1,856.99
226 Go Debt Service	8,364.57
600 Water Fund	22,436.97
610 Sewer Fund	9,144.61
614 Wastewater Lift Station	8,882.50
950 BC/BS Flexible Benefit	9.00
Grand Total	161,577.79

COMMUNICATIONS/OPEN FORUM

No comments were made during the communications/open forum.

Third Reading of Ordinance 718, amending the Code of Ordinances of the City of West Branch by creating and incorporating a storm water utility

Motion by Ellyson to approve Ordinance 718, second by Stevenson. AYES: Ellyson, Stevenson, Pierce, Shields. NAYS: Miller. Motion carried.

ORDINANCE NO. 718

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BRANCH BY CREATING AND INCORPORATING A STORM WATER UTILITY.

WHEREAS, the City Council of the City of West Branch, Iowa, has heretofore deemed it necessary and desirable to create a storm water utility for the construction, repair and maintenance of the storm water management system within the City; and

WHEREAS, in order to fund a storm water program, the City Council has heretofore deemed it necessary for the collection of fees from contributors and users of the storm water management system within the City.

NOW, THEREFORE, BE IT ORDAINED:

1, Amendment. The Code of Ordinances of the City of West Branch is hereby amended by incorporating the chapter entitled "Storm Water Utility", which reads as attached on Exhibit "A" attached hereto.

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 on July 1, 2014, after its passage, approval and publication as required by law.

First Reading: April 21, 2014
 Second Reading: May 5, 2014
 Third Reading: May 19, 2014

 Mark Worrell, Mayor

ATTEST:

 Matt Muckler, City Administrator/Clerk

Third Reading of Ordinance 721, amending Title Chapter 165 “Zoning Regulations”
Motion by Stevenson to approve Ordinance 721, second by Pierce. AYES: Stevenson, Pierce, Ellyson, Miller, Shields. NAYS: None. Motion carried.

ORDINANCE NO. 721

AN ORDINANCE AMENDING CHAPTER 165 “ZONING REGULATIONS”

WHEREAS, the City Council of the City of West Branch, Iowa, has heretofore deemed it necessary and desirable to create a public use zoning district; and

WHEREAS, the City Council has updated its zoning map and assigned all public uses with a P-1 zoning designation.

NOW, THEREFORE, BE IT ORDAINED:

1. BE IT ENACTED by the City Council of West Branch, Iowa, that Chapter 165 “ZONING REGULATIONS” of the Code of West Branch, Iowa is hereby amended by deleting Section 165.24 in its entirety and inserting in lieu thereof:

165.24 ESTABLISHMENT OF DISTRICTS AND BOUNDARIES. For the purpose of this chapter, the City is hereby divided into the following districts:

Agricultural	A-1 District
Residence	R-1 Single Family District
Residence	R-2 Two Family District
Residence	R-3 Multiple Family District
Residence/Business	RB-1 District
Business	B-1 District
Business	B-2 District
Industrial	I-1 District
Industrial	I-2 District
Flood Plain	FP District
Highway Commercial Industrial	HCI District
Central Business	CB-1 District
Central Business	CB-2 District
Central Industrial	CI-2 District
Public Use	P-1 District

Said districts are bounded and defined as shown on a map entitled “Zoning District Map, West Branch, Iowa,” adopted May 19, 2014, which, with all explanatory matter therein, is hereby made a part of this chapter.

2. BE IT ENACTED by the City Council of West Branch, Iowa, that Chapter 165 “ZONING REGULATIONS” of the Code of West Branch, Iowa is hereby amended by adding the following section to Chapter 165:

165.XX PUBLIC USE DISTRICT.

It is the intent of the Public Use District (P-1) to provide reference on the zoning map to public uses of land. Thus, land owned by the United States Federal Government, the State of Iowa, Johnson or Cedar County, the West Branch Community School District, the City of West Branch or other governmental entities will be designated Public Use.

1. Permitted Principal Uses and Structures.
 - A. Use of land, buildings, or structures of the aforementioned Federal and State governments or political subdivisions thereof.
 - B. Agriculture.
2. Permitted Accessory Uses and Structures. Uses subject to the provisions of Section 165.07.
3. Special Exceptions. None.
4. Minimum Lot Areas and Width. None.
5. Minimum Yard Requirements. None.
6. Maximum Height. None.
7. Minimum Off-Street Parking and Loading Spaces. All parking and loading areas shall be constructed and loading facilities shall be provided in the following required amounts:
 - A. Public community center or library – 10 spaces plus one space for every 200 square feet of floor area in excess of 2,000 square feet.
 - B. Schools – one space for each classroom or office space plus one space for every ten seats of average seating in the main auditorium, stadium, or place of public assembly.

3. This amendment to the ordinance shall be in full effect from and after its publication as by law provided.

4. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

5. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of this ordinance as a whole or any part, section, or provision thereof not adjudged invalid or unconstitutional.

Passed and approved this 19th day of May, 2014.

First Reading: April 21, 2014
Second Reading: May 5, 2014
Third Reading: May 19, 2014

Mark Worrell, Mayor

Attest:

Matt Muckler, City Administrator/Clerk

Third Reading of Ordinance 723, amending Title “Police, Fire, and Emergencies”, Chapter 31
“Reserve Police Force”

Motion by Stevenson to approve Ordinance 723, second by Ellyson. AYES: Stevenson, Ellyson, Pierce, Miller, Shields. NAYS: None. Motion carried.

ORDINANCE NO. 723

AN ORDINANCE AMENDING TITLE “POLICE, FIRE AND EMERGENCIES”, CHAPTER 31 “RESERVE POLICE FORCE”

1. BE IT ENACTED by the City Council of West Branch, Iowa, that Chapter 31 “RESERVE POLICE FORCE” of the Code of West Branch, Iowa is hereby amended by deleting subsection 1 of section 31.01 “POLICE RESERVES CREATED” in its entirety and inserting in lieu thereof:

31.01 POLICE RESERVES CREATED

1. Membership: The police reserves shall consist of a volunteer police reserve company composed of no more than six (6) members. Membership in the police reserves shall be determined by standards as provided pursuant to Iowa Code, Sec. 80D.1 et seq. All prospective members of the reserves shall submit to the MMPI psychological test before commencing duties with the City. Members of the police reserves shall be appointed by the Mayor, subject to approval by the Council, and after taking an oath of office.

2. This amendment to the ordinance shall be in full effect from and after its publication as by law provided.

3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

4. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of this ordinance as a whole or any part, section, or provision thereof not adjudged invalid or unconstitutional.

Passed and approved this 19th day of May, 2014.

First Reading: April 21, 2014
Second Reading: May 5, 2014
Third Reading: May 19, 2014

Mark Worrell, Mayor

Attest:

Matt Muckler, City Administrator/Clerk

Resolution 1196, setting salaries for appointed officers and employees of the City of West Branch, Iowa for the fiscal year 2014-2015

Motion by Shields to approve Resolution 1196, second by Stevenson. AYES: Shields, Stevenson, Ellyson, Miller, Pierce. NAYS: None. Motion carried.

Public Hearing on amending the current budget for the fiscal year ending June 30, 2014

Worrell opened the public hearing at 7:05 p.m. With no comments from mayor, council, or the public, Worrell closed the public hearing at 7:06 p.m.

Resolution 1200, amending the current budget for the fiscal year ending June 30, 2014

Motion by Shields to approve Resolution 1200, second by Pierce. AYES: Shields, Pierce, Ellyson, Miller, Stevenson. NAYS: None. Motion carried.

Resolution 1201, approving changes to the existing Linn County Rural Electric Cooperative Street Light System

Motion by Miller to approve Resolution 1201, second by Pierce. AYES: Miller, Pierce, Ellyson, Shields, Stevenson. NAYS: None. Motion carried.

Resolution 1202, approving the City of West Branch Mission Statement

Stevenson acknowledged the additions made to the mission statement, and asked that additional language be added which would include preservation and enhancement of West Branch's historical significance.

Motion by Shields to postpone Resolution 1202 to June 2, 2014, second by Stevenson. AYES: Shields, Stevenson, Ellyson, Miller, Pierce. NAYS: None. Motion carried.

Resolution 1203, approving the placement of Little Free Libraries at Wapsi Creek Park and Beranek Park

Shields asked if a little free library could be placed at Lions Field. Russell responded that Staff was contacted by students from West Branch High School regarding the specific locations.

Motion by Pierce to approve Resolution 1203, second by Miller. AYES: Pierce, Miller, Ellyson, Shields, Stevenson. NAYS: None. Motion carried.

City Attorney Kevin Olson – Urban Renewal Plan Amendment Update

Olson noted that a consultation was held on May 14, 2014 at 5:30 p.m. for affected taxing entities to attend the public hearing on the proposed amended and restated West Branch Urban Renewal Plan. Olson also noted that no representatives were in attendance at the May 14, 2014 consultation. Olson closed his remarks by stating that a public hearing as well as a resolution will be brought forth to Council for the June 2, 2014 meeting.

Park & Rec Director Melissa Russell – Community Center Building Project RFP

Russell indicated that information had been sent and a deadline of May 23, 2014 for proposals was given. Stevenson mentioned that she had the opportunity to see the community center in Wellman, Iowa. Shields asked if Council would have an opportunity to review the information that would be received by City Staff. Russell indicated that she and City Administrator Matt Muckler would be reviewing the submissions.

Chief Mike Horihan – Proposed No Parking Ordinance (4-5 Greenview Drive)

Horihan noted that the Police Department has reviewed the area and has expressed concern for public safety due to the lack of visibility in the area. Debbie Joens, 5 Greenview Drive, indicated that she and residents of her home attempt to park in the grass in order to avoid congestion in the road. Horihan noted that the Department is recommending no parking in the area to improve overall public safety. Horihan closed his statements, indicating that he intends to bring back an ordinance amending the parking regulations in that area for the June 2, 2014 Council meeting.

Main Street Executive Director Mackenzie Krob – Hoover’s Hometown Days Planning Update

Krob remarked that street closures have been confirmed and will be forthcoming to Council at the June 2, 2014 meeting. Krob indicated that the closures will allow Main Street to host a car show as well as antique tractors, trucks, and pony rides. Krob finally noted that Music on the Green concerts will be held at the Village Green on Thursday evenings in June.

City Engineer Dave Schechinger – Ohrt Street Stormwater Issues

Schechinger noted that he and City Staff went to review the area on May 12, 2014 to assess water flow issues that had been occurring. Schechinger also noted that perimeter control from property is first borne by the developer, then subsequently to the property owner. Stevenson noted that this type of activity was not acceptable and asked if some type of infiltration or re-grading could be done to the area. Schechinger recommended that the area be re-graded, but not necessarily at a cost to the City. Amanda Rushton, 155 Ohrt Street, noted that the water around her home is making a ninety degree turn and eroding the land. Schechinger noted that the area may not be graded properly. Olson added that Chapter 170 of the City’s Code clarifies the requirement for contractors on rainwater runoff. Jerry Strawn, Vice President of PV Properties, remarked that he felt that the developer should not bear the cost of re-grading an area once the property is sold. Angie Cochran, 801 W Orange Street, asked why the sidewalk on the south side of the 800 block of West Orange Street is depositing sediment in the area.

City Engineer Dave Schechinger – Pedersen Valley Part IV Stormwater Issues

Schechinger continued the prior discussion by mentioning that the water and its velocity are causing the runoff. Craig Cochran, 801 West Orange Street, asked what could be done for the City to take a section of the area for an easement. Schechinger mentioned that development of an easement would need to be agreed upon by all involved property owners to allow the City access to the area. Brian Driscoll, 701 West Orange Street, asked Council if they had viewed the video he had sent regarding the water flow near his home. Driscoll acknowledged his sister, Jane Driscoll, an engineer, was in attendance seated to his left. Jane Driscoll asked if the Meadows Subdivision was in compliance in regards to proper drainage practices. Olson clarified the purpose of a storm sewer and noted that not all homes are conducive for development of flat lots. Stevenson remarked that it would be important for the City to have a post-development stormwater ordinance. Schechinger noted that this type of ordinance would require a significant amount of time from a staff person to oversee the process. Miller added that when the City constructs infrastructure connections, it does so with the understanding of the approximate flow of the area. Schechinger presented some grading options to the Council that have been used in the past to remedy this type of issue. He also noted that the City recently adopted the Iowa Stormwater Management Manual. Rick DeClue, 518 N Downey Street #1, noted that stormwater runoff has been a difficult issue for municipalities now and years ago. Stevenson asked if a stormwater detention pond/basin could be required before development in an area begins.

COMMENTS FROM MAYOR AND COUNCIL

Pierce noted that he had the opportunity to speak to a third grade class at Herbert Hoover Elementary School in regards to his role on the Council. Pierce noted that the students posed intelligent questions, and Worrell indicated he also was in attendance and echoed those sentiments.

ADJOURNMENT

Motion by Ellyson to adjourn the city council meeting, second by Shields. Motion carried on a voice vote. City Council meeting adjourned at 9:30 p.m.

Mark Worrell, Mayor

ATTEST: _____
Matt Muckler, City Administrator/Clerk

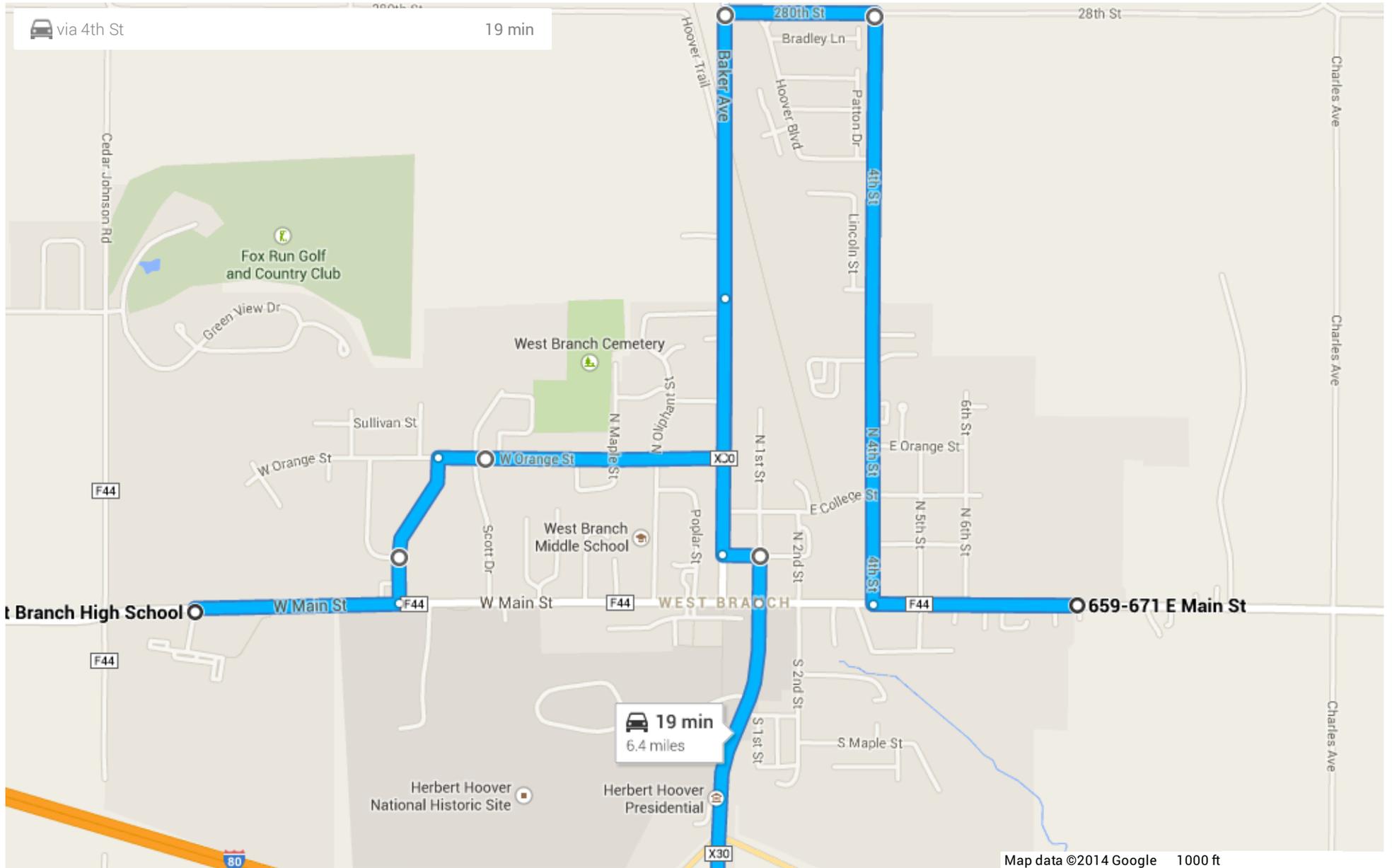
Date 6-2-14

City of West Branch
Claims Register Report

Blue Cross Blue Shield	Health & Dental Insurance	11,113.97
Dearborn National Insurance	Life Insurance	56.95
EFTPS	Federal Withholdings	5,647.83
Iowa Department Of Revenue	Payroll Expense	754.00
Iowa League Of Cities	Admin - 2014 Small City Workshop Fee	105.00
IPERS	IPERS	7,510.17
Mediacom	Cable - Service	40.90
Payroll Expense	Payroll Expense - 5-23-14	24,654.64
QC Analytical Services LLC	Water -Training Conference Fee	125.00
Treasurer State Of Iowa	State Withholding Tax	2,046.00
WageWorks	Flex – HCFSa 2013 & 2014	825.55
	Grand Total	52,880.01

Fund Totals

001 General Fund	22,481.91
031 Library	5,130.30
112 Trust And Agency	11,457.95
600 Water Fund	7,041.42
610 Sewer Fund	5,942.88
950 BC/BS Flexible Benefit	825.55
Grand Total	52,880.01





May 20, 2014

Matt Muckler
City Administrator
City of West Branch
110 Poplar Street
P.O. Box 218
West Branch, IA 52358

WEST BRANCH, IOWA
SANITARY SEWER REHABILITATION – PHASE 1
PARTIAL PAY ESTIMATE NO. 1

Enclosed is one copy of Partial Payment Estimate No. 1 for work completed from March 18, 2014 to April 30, 2014 under the contract between the City of West Branch and Visu-Sewer, Inc.

We have checked the estimate and recommend payment to Visu-Sewer, Inc. in the amount of \$121,432.14.

By separate cover we have forwarded three copies of Partial Payment Estimate No. 1 to Visu-Sewer, Inc. for signature and return to the City of West Branch.

Please sign all copies of the partial payment estimates forwarded to you by Visu-Sewer, Inc. in the spaces provided and return one signed copy to our office and one copy Visu-Sewer, Inc. with payment.

Should you have any questions or comments concerning the enclosed information, please contact us at 319-466-1000.

VEENSTRA & KIMM, INC.



Eric Gould
EDG:mmc
368104
Enclosure



PAY ESTIMATE NO. 1

May 20, 2014

**SANITARY SEWER REHABILITATION - PHASE 1
 WEST BRANCH, IOWA**

Visu-Sewer, Inc.
 W230 N4855 Betker Drive
 Pewaukee, WI 53072

Contract Amount \$218,191.55
 Contract Date December 2, 2013
 Pay Period March 18, 2013 - April 30, 2014

WELL 13 BID ITEMS							
	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
1.1	Mobilization	LS	xxxxx	xxxxx	\$ 3,810.00	50%	\$ 1,905.00
1.2	Traffic Control	LS	xxxxx	xxxxx	\$ 1,500.00	50%	\$ 750.00
1.3	Cured-in-Place Pipe Lined Sewer						
	1.3.1 8"	LF	4,137	\$ 20.25	\$ 83,774.25	4179	\$ 84,624.75
1.4	Sewer Joint Grouting						
	1.4.1 8"	Ea.	729	\$ 0.10	\$ 72.90		\$ -
	1.4.2 15"	Ea.	67	\$ 0.10	\$ 6.70		\$ -
1.5	Sanitary Sewer Televising						
	1.5.1 8"	LF	17,800	\$ 1.00	\$ 17,800.00	#####	\$ 12,464.90
	1.5.2 15"	LF	1,238	\$ 1.00	\$ 1,238.00		\$ -
1.6	Sanitary Sewer Air-Testing						
	1.6.1 8"	Ea.	911	\$ 42.15	\$ 38,398.65		\$ -
	1.6.2 15"	Ea.	83	\$ 79.50	\$ 6,598.50		\$ -
1.7	Sanitary Sewer Cleaning						
	1.7.1 8"	LF	8,900	\$ 0.45	\$ 4,005.00	8,285.90	\$ 3,728.66
	1.7.2 15"	LF	619	\$ 0.45	\$ 278.55		\$ -
1.8	CIPP Service Reinstatement	Ea.	82	\$ 150.00	\$ 12,300.00	81	\$ 12,150.00
1.9	Sewer Service Grouting	Ea.	32	\$ 515.00	\$ 16,480.00		\$ -
1.10	Protruding Services	Ea.	30	\$ 50.00	\$ 1,500.00	4	\$ 200.00
1.11	CIP Manhole Lining	VF	28.3	\$ 630.00	\$ 17,829.00		\$ -
1.12	Manhole Grouting	Ea.	21	\$ 600.00	\$ 12,600.00	20	\$ 12,000.00
Contract Price:					\$ 218,191.55		\$ 127,823.31

MATERIALS STORED SUMMARY				
	Description	# of Units	Unit Price	Extended Cost
Total			\$	-

SUMMARY			
		Total Approved	Total Completed
Contract Price		\$ 218,191.55	\$ 127,823.31
Approved Change Order (list each)			
Revised Contract Price		\$ 218,191.55	\$ 127,823.31

Stored

Total Earned \$ 127,823.31

Retainage (5%) \$ 6,391.17

Total Earned Less Retainage \$ 121,432.14

Total Previously Approved (list each)		

Total Previously Approved \$ -

Percent Complete 59%

Amount Due This Request \$ 121,432.14

The amount \$121,432.14 is recommended for approval for payment in accordance with the terms of the contract.

Prepared By:
Visu-Sewer, Inc.

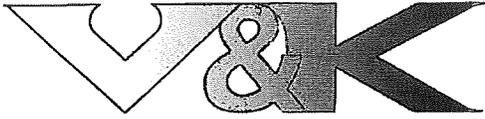
Recommended By:
Veenstra & Kimm, Inc.

Approved By:
Coralville, Iowa

Signature: Patrick Durigan
Name: Patrick Durigan
Title: Estimator
Date: 5-22-14

Signature: [Signature]
Name: Eric Gould
Title: Engineer
Date: May 20, 2014

Signature: _____
Name: _____
Title: _____
Date: _____



VEENSTRA & KIMM, INC.

860 22nd Avenue, Suite 4 • Coralville, Iowa 52241-1565
319-466-1000 • 319-466-1008(FAX) • 888-241-8001(WATS)

April 28, 2014

CHANGE ORDER NO. 1

**SANITARY SEWER REHABILITATION – PHASE 1
WEST BRANCH, IOWA**

Change Order No. 1 is the price to complete root cutting in the line segment for Manhole 9-4 to Manhole 9-3. The cost of root sawing is \$1.25 per linear foot of segment for a total of 329.3 linear feet.

1. Root Cutting	L.F	\$	<u>416.63</u>
	Total:	\$	<u>416.63</u>

Change Order No. 1 increases the contract amount by \$ 416.63.

VISU-SEWER, INC.

By _____

Title _____

Date _____

CITY OF WEST BRANCH, IOWA

By [Signature]

Title Mayor

Date 4/29/14

VEENSTRA & KIMM, INC.

By [Signature]

Title Project Engineer

Date APRIL 28, 2014

ATTEST:

By [Signature]

Title _____

Date _____



May 14, 2014

CHANGE ORDER NO. 2

SANITARY SEWER REHABILITATION – PHASE 1
WEST BRANCH, IOWA

Change Order No. 2 is for the following modifications to the project:

1. Additional labor, materials, and equipment to reconstruct a bench in Manhole 7-2 including removal of mud, placement of pegs, rebar, and pouring fast set concrete.

LS \$ 2,550.00

Total: \$ 2,550.00

Change Order No. 2 increases the contract amount by \$ 2,550.00.

VISU-SEWER, INC.

CITY OF WEST BRANCH, IOWA

By Patrick Duvigneau

By _____

Title Estimator

Title _____

Date 5-16-14

Date _____

VEENSTRA & KIMM, INC.

ATTEST:

By [Signature]

By _____

Title Project Engineer

Title _____

Date May 14, 2014

Date _____

ORDINANCE NO. 724

AN ORDINANCE AMENDING TITLE CHAPTER 69 “PARKING REGULATONS”

1. BE IT ENACTED by the City Council of West Branch, Iowa, that Chapter 69 “PARKING REGULATIONS” of the Code of West Branch, Iowa is hereby amended by adding the following subsection, Section 69.08.66:

69.08 - NO PARKING ZONES

66. The north side of Greenview Drive beginning at the east property line of 5 Greenview Drive and extending west 320 feet.

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

Passed and approved this 2nd day of June, 2014.

First Reading: June 2, 2014

Second Reading:

Third Reading:

Colton Miller, Mayor Pro Tem

Attest:

Matt Muckler, City Administrator/Clerk

NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING ON PROPOSED AMENDMENT TO SECTION 165.26 OF THE WEST BRANCH ZONING ORDINANCE.

YOU ARE HEREBY NOTIFIED that a public hearing will be held to consider the above referenced matter by the Planning and Zoning Commission of the City of West Branch, Cedar County, in the Council Chambers at the City Hall at 110 N. Poplar Street, at 6:30 o'clock P.M., on Wednesday, May 14th, 2014. The proposed amendment will allow the Zoning Board of Adjustment to approve special requested uses under certain conditions.

All interested persons are invited to attend the meeting and be heard on the aforementioned proposed amendment to the West Branch Code of Ordinances. Further information on this matter may be obtained by contacting the West Branch City Clerk.

/s/Matt Muckler

Matt Muckler, City Clerk
by West Branch City Council

NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING ON PROPOSED AMENDMENT TO SECTION 165.26 OF THE WEST BRANCH ZONING ORDINANCE.

YOU ARE HEREBY NOTIFIED that a public hearing will be held to consider the above referenced matter by the City Council of the City of West Branch, Cedar County, in the Council Chambers at the City Hall at 110 N. Poplar Street, at 7:00 o'clock P.M., on Monday, June 2, 2014. The proposed amendment will allow the Zoning Board of Adjustment to approve special requested uses under certain conditions.

All interested persons are invited to attend the meeting and be heard on the aforementioned proposed amendment to the West Branch Code of Ordinances. Further information on this matter may be obtained by contacting the West Branch City Clerk.

/s/Matt Muckler

Matt Muckler, City Clerk
by West Branch City Council

ORDINANCE NO. 725

AN ORDINANCE AMENDING CHAPTER 165 “ZONING REGULATIONS”

WHEREAS, the City Council of the City of West Branch, Iowa, has heretofore deemed it necessary and desirable to provide a process whereby the Zoning Board of Adjustment could allow uses by special exception under certain conditions.

NOW, THEREFORE, BE IT ORDAINED:

- 1. BE IT ENACTED by the City Council of West Branch, Iowa, that Chapter 165 “ZONING REGULATIONS” of the Code of West Branch, Iowa is hereby amended by adding the following subsection to Chapter 165:

165.26 A-1 District Requirements. Section 2. Uses Allowed by Special Exceptions of the Board of Adjustment.

165.26.2(I) Special requests not specifically covered in the City Code which are consistent with the Comprehensive Plan and not specifically prohibited in the Code may be approved upon request to the Board of Adjustment under the following conditions:

- 1. The request must be compatible within the area or character of the neighborhood.
- 2. The Board of Adjustment reserves the right to attach specific conditions to Special Requests it may approve.
- 3. Special requests may be granted for a specific period of time not to exceed three years.

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

Passed and approved this 2nd day of June, 2014.

First Reading: June 2, 2014

Second Reading:

Third Reading:

Colton Miller, Mayor Pro Tem

Attest:

Matt Muckler, City Administrator/Clerk

NOTICE OF CONSULTATION AND PUBLIC HEARING
ON THE PROPOSED AMENDMENT NO. 1 TO THE AMENDED AND
RESTATED WEST BRANCH URBAN RENEWAL PLAN

PLEASE BE ADVISED that the City Council of the City of West Branch has heretofore, by Resolution, set a date for consultation among affected taxing entities and a date for a public hearing on the proposed adoption of the Amendment No. 1 to the Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area, enclosed herein.

THE CONSULTATION among taxing entities shall be held at 5:30 p.m., Wednesday, May 14th, 2014, at the Council Chambers, City Hall, 110 N. Poplar Street, West Branch, Iowa. Each affected taxing entity may appoint a representative(s) to attend the consultation. The consultation may include a discussion of the estimated growth in valuation of taxable property included in the proposed urban renewal area, the fiscal impact of the division of revenue on the affected taxing entities, the estimated impact on the provision of services by each affected taxing entity and the duration of any bond included in the plan.

Following the consultation, the designated representative of the affected taxing entity may make written recommendations for modification to the proposed division of revenue no later than seven (7) days after the consultation.

FURTHER, a public hearing on the proposed adoption of Amendment No. 1 to the Amended and Restated West Branch Urban Renewal Plan for the West Branch Urban Renewal Area is hereby scheduled for 7:00 p.m. on Monday, June 2nd, 2014 at the Council Chambers at City Hall, 110 N. Poplar Street, West Branch, Iowa. At that time, all interested individuals are invited to provide input on the proposed adoption of said Amendment No. 1.

Prepared by: Kevin D. Olson, West Branch City Attorney, PO Box 5127, Coralville, Iowa 52241
Return to: City of West Branch, Iowa, PO Box 218, West Branch, Iowa 52358

RESOLUTION NO. 1198

RESOLUTION APPROVING AND ADOPTING AN AMENDED AND RESTATED URBAN RENEWAL PLAN FOR THE WEST BRANCH URBAN RENEWAL AREA.

WHEREAS, by Resolution No. 343, adopted November 20, 1989, this Council found and determined that certain areas located within the City are eligible and should be designated as an urban renewal area under Iowa law, and approved and adopted the West Branch Urban Renewal Plan for the West Branch Urban Renewal Area described therein, which Urban Renewal Plan is on file in the office of the City Clerk; and

WHEREAS, by Resolution No. 427, adopted on July 18, 1994, this Council found and determined that certain additional areas located within the City should be included within the West Branch Urban Renewal Area, namely the 1994 Addition to the foregoing Urban Renewal Plan, which 1994 Addition is on file in the office of the City Clerk; and

WHEREAS, by Resolution No. 649, adopted on October 7, 2002, this Council found and determined that certain additional areas located within the City should be included within the West Branch Urban Renewal Area (2002 Addition), which 2002 Addition is on file in the office of the Johnson County Recorder; and

WHEREAS, the West Branch Urban Renewal Area, as so amended, includes and consists of the following:

Original Area Description

Tract A:

The West 259.00 feet of a parcel of land in the north ½ of the SW ¼ of Section 8, Township 79 North, Range 4 West of the 5th P.M. in Cedar County, Iowa as recorded in Plat Book 5, page 320 in the Auditor's Office of Cedar County, Iowa, except the south 40.00 feet thereof more particularly described as follows: Commencing at a point of reference at the southwest corner of the north ½ of the SW ¼ of Section 8; thence north 90° 00' 00" E, 50.00 feet along the south line of said north ½ to a found 5/8" iron pin at a point of intersection with the easterly right-of-way line with County Road "D"; thence N 0° 33' 00" W, 304.00 feet along the easterly right-of-way line to an iron pin being the point of beginning of Parcel "A"; thence N 90° 00' 00" E, 259.00 feet to an iron pin; thence N 0° 33' 00" W, 585.25 feet to an iron pin along the southerly right-of-way line of Interstate 80; thence S 74° 51' 00" W, 215.9 feet along the southerly right-of-way line to an iron rail; thence S 24° 43' 00" W, 118.90 feet along said southerly right-of-way line to an iron rail along the easterly right-of-way line of County Road "D"; thence S 0° 33' 0" E, 421.00 feet to the point of beginning, and also

Tract B:

Also a parcel of land in the SE corner of said recorded plat in Plat Bok 5, page 320 more particularly described as follows: Commencing at a point of reference at the SW corner of the north ½ of the SW ¼ of Section 8, Township 79 North, Range 4 West of the 5th P.M. in Cedar County, Iowa; thence N 90° 00' 00" E, 50.00 feet along the south line of said north ½ to a found 5/8" iron pin at the point of intersection with the easterly right-of-way line of County Road "D"; thence N 0° 33' 00" W, 264.00 feet along said easterly right-of-way line to a found 5/8" iron pin; thence N 90° 00' 00" E, 453.19 feet to an iron pin being the point of beginning of Parcel "B"; thence N 90° 00' 00" E, 465.98 feet to a found 5/8" iron pin; thence N 31° 21' 00" W, 270.20 feet to an iron pin; thence S 54° 39' 30" W, 398.92 feet to the point of beginning, subject to easements and restrictions of record.

Tract C:

A tract of land located in the SW ¼ and the SW ¼ of Section 8, Township 79 North, Range 4 West of the 5th P.M., Cedar County, Iowa, and more particularly described as follows: Commencing at the southwest corner of the SE ¼ of said Section 8; thence N 00° 21' West (assumed bearing 1805.0 feet on the west line of the SE ¼ of said Section 8) to the point of beginning of the tract herein described; thence N 90° 00' West 1717.4 feet; thence North 00° 33' West 380.00 feet; thence S 74° 51' W, 350.0 feet; thence N 00° 33' W, 213.5 feet to the intersection with the southerly right-of-way of Interstate 80; thence N 74° 51' East 668.1 feet along said southerly right-of-way line; thence N 81° 36' E, 228.5 feet along said southerly right-of-way; thence N 88° 47' East 1122.8 feet along said southerly right-of-way; thence S 36° 10' East 107.6 feet to a point on the east line of the SW ¼ of said Section 8 and a point 50 feet radially distant westerly of the centerline of the C.R.I. & P. Railroad, said point being on the westerly right-of-way of said Railroad and the beginning of an 11,904.3 foot radius non-tangent curve whose center bears N 53° 04' 17" E; thence southerly along said curve and said right-of-way through a central angle of 04° 00' 11" an arc distance of 831.71 feet; thence N 90° 00' W, 518.6 feet to the point of beginning. Said tract contains 33.1 acres.

Tract D:

Commencing at the SW corner of the north ½ of the SW ¼ of Section 8, Township 79 North, Range 4 West of the 5th P.M., Cedar County, Iowa, thence in an easterly direction along the south line of the north ½ of the SW ¼ of said Section 8 a distance of 50 feet to a point on the east right-of-way line of County Road “D” and the point of beginning of the tract herein described; thence continuing in an easterly direction along the said south line of the north half of the SW ¼ of said Section 8, a distance of 1,119.17 feet to a point; thence in a northerly direction along a line which is parallel with the west line of the north ½ of the SW ¼ of said Section 8, a distance of 264.00 feet to a point; thence in a westerly direction along a line parallel with the south line of the north ½ of the SW ¼ of said Section 8, a distance of 1,119.17 feet to a point on the east right-of-way line of County Road “D”; thence in a southerly direction along said east right-of-way line of County Road “D” a distance of 264.00 feet to the point of beginning, containing 6 acres more or less, subject to zoning, easements of record, if any, public roads, and real estate taxes for 1971 and succeeding years.

1994 Addition Area Description

Part A:

Deleted by this Amended and Restated Urban Renewal Plan.

Part B:

All of the right-of-way of Main Street within the City of West Branch to the east of the westerly boundary of Cedar Addition Part Two;

Part C:

All of the right-of-way of North Second Street between Main and College Street; all of the right-of-way of College Street between North Second Street and North Fourth Street;

Part D:

All property located in an area bounded on the south by a line extended of west of the northern right-of-way boundary of Orange Street to the Hoover Trail; bounded to the west and including the former Railroad right-of-way, Hoover Trail and the eastern right-of-way line of Downey Street, bounded to the north by the West Branch Corporate Limits and bounded to the east and including all of the right-of-way of North Fourth Street north of College Street; these properties described as follows:

Sidwell Parcel Numbers 13-05-100-001; 13-05-100-004; 13-05-302-003; 13-05-302-004, 13-05-302-005, 13-05-302-006; 13-05-302-007; 13-05-302-008; 13-05-302-009 and Sidwell Parcel Numbers 13-05-353-001 Hawkeye Land Co.; 13-05-335-027 Hoover Trail, Inc.; 13-05-352-013 Hoover Trail, Inc.; 13-05-352-015 Private Owner; 13-05-302-001 Former RR, owner unknown; 13-05-302-002 Former RR, owner unknown; 13-05-301-004 Hoover Trail, Inc.; and an unnumbered parcel running parallel to Parcel 13-05-301-004 on its east side and part of the former railroad properties.

Part E

All of the City of West Branch right-of-way of Poplar Street south of Main Street.

Part F:

All of the City of West Branch right-of-way of both Downey Street north of the northwest corner of Lacina Subdivision connecting to and including Parkside Drive north to Main Street.

Part G:

All of the property of the City of West Branch Sewage Treatment Lagoon site described as Parcel No. 13-08-400-005.

2002 Addition Area Description

The NW ¼ of the NW ¼ of Section 17, Township 79 North, Range 4 West of the 5th P.M., Cedar County, Iowa; the NE ¼ of the NW ¼ of Section 17, Township 79 North, Range 4 West of the 5th P.M., Cedar County, Iowa; the SW ¼ of the NE ¼ of Section 17, Township 79 North, Range 4 West of the 5th P.M., Cedar County, Iowa; and the North sixty (60) acres in the south ½ of the NW ¼ of Section 17, Township 79 North, Range 4 West of the 5th P.M., Cedar County, Iowa; and

WHEREAS, City Staff has caused there to be prepared an Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area, a copy of which has been placed on file for public inspection in the office of the City Clerk and which is incorporated herein by reference, the purpose of which is to specifically outline projects to be constructed or which the City will cause to be constructed in said West Branch Urban Renewal Area; and

WHEREAS, it is desirable that these areas be redeveloped as part of the overall redevelopment area covered by said Plan; and

WHEREAS, adoption of the Amended and Restated Plan for the West Branch Urban Renewal Area is in conformity with the general plan for development of the City as a whole; and

WHEREAS, this Council directed that a consultation be held with the designated representatives of all affected taxing entities to discuss the proposed Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area and the division of revenue described therein, and that notice of said consultation and a copy of the proposed Amended and Restated Plan be sent to all affected taxing entities; and

WHEREAS, pursuant to such notice, the consultation was duly ordered by the City Council and all required responses to the recommendations made by the affected taxing entities, if any, have been timely made as set forth in this report of the City Administrator filed herewith and incorporated herein by this reference, which report is in all respects approved; and

WHEREAS, by resolution, this Council also set a public hearing on the adoption of the Amended and Restated Plan for the West Branch Urban Renewal Area for this meeting of the Council, and due and proper notice of said public hearing was given, as provided by law, by timely publication in the West Branch Times, which notice set forth the time and place for this hearing and nature and purpose thereof; and

WHEREAS, in accordance with said notice, all persons or organizations desiring to be heard on said proposed Amended and Restated Urban Renewal Plan, both for and against, have been given an opportunity to be heard with respect thereto and due consideration has been given to all comments and views expressed to this Council in connection therewith and said public hearing has been closed.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF WEST BRANCH, IOWA:

Section 1. That the findings and conclusions set forth or contained in Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area concerning the area of the City of West Branch, Iowa described in the preamble hereof, be and the same are hereby ratified and confirmed in all respects as the findings of the Council for this area.

Section 2. This Council further finds:

- a. That the Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area of the City of West Branch, Iowa, conform to the general plan for the development of the City as a whole; and
- b. As to those areas of open land to be included within the West Branch Urban Renewal Area to be acquired by the City:
 - i. With reference to those portions thereof which are to be developed for non-residential uses, the City Council hereby determines that such non-residential uses are necessary and appropriate to facilitate the proper growth and development of the City in accordance with sound planning standards and local community objectives.

Section 3. That the Amended and Restated Plan for the West Branch Urban Renewal Area of the City of West Branch, Iowa, be and the same is hereby approved and adopted as the “Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area for the City of West Branch, Iowa”; said Amended and Restated Urban Renewal Plan is hereby in all respects approved.

Section 4. That the Amended and Restated Urban Renewal Plan for the West Branch Urban Renewal Area shall be in full force and effect from the date of this Resolution until the later of the date of termination set forth in the Plan as so amended, or the date on which payment of all obligations issued or advances made to carry out the purposes thereof shall be fully provided for. Said Amended and Restated Urban Renewal Plan shall be forthwith certified by the City Clerk, along with a copy of this resolution, to the Recorder for Cedar County, Iowa, to be filed and recorded in the manner provided by law.

Passed and approved this 2nd day of June, 2014.

Colton Miller, Mayor Pro Tem

ATTEST:

Matt Muckler, City Administrator/Clerk

AMENDMENT NO. 1 TO THE AMENDED AND RESTATED
WEST BRANCH URBAN RENEWAL PLAN

WHEREAS, the City Council of the City of West Branch, Iowa, previously, via Resolution No. 1144, approved and adopted the Amended and Restated West Branch Urban Renewal Plan (the “Urban Renewal Plan”); and

WHEREAS, the City desires to amend said Urban Renewal Plan to incorporate additional property into the West Branch Urban Renewal Area (the “Urban Renewal Area”) and identify additional projects to be paid, in whole or in part, by tax increment revenues generated in the Urban Renewal Area; and

WHEREAS, Chapter 403 of the Code of Iowa requires the City to amend its Urban Renewal Plan, conduct a consultation with affected taxing entities and hold a public hearing prior to the adoption of an amendment to the Urban Renewal Plan.

NOW, THEREFORE, the Urban Renewal Plan is hereby amended as follows:

1. The District Boundaries in Section III of the Urban Renewal Plan is hereby amended by adding and incorporating the following properties into the Urban Renewal Plan:

The right of way of West Main Street from the corporate limits easterly to the existing boundary of said Urban Renewal Area;

AND

The right-of-way of Cedar-Johnson Road from its intersection with West Main Street northerly to the corporate limits of the City;

AND

The NW1/4 of the SE 1/4 of Section 6, Township 79 North, Range 4 West of the 5th P.M., West Branch, Cedar County, Iowa, except the following:

1. The east 300.17 feet of the north 1161.51 feet thereof; and
2. That part of Pedersen Valley, Part Two, Addition to West Branch, Cedar County, Iowa, located therein; and
3. That part of Pedersen Valley, Part Four, Addition to West Branch, Cedar County, Iowa, located therein; and
4. Commencing at the NE corner of said Pedersen Valley, Part Four, Addition to

West Branch, Cedar County, Iowa, thence South 88°40'44"W, 166.43 feet along the North line of said Pedersen Valley, Part Four, to the west line of the SE 1/4 of said Section 6, thence North 01° 17'36"W, 313.89 feet, thence N 86°39'40"E, 166.38 feet, thence S 01°19'16"E, 319.75 feet to the point of beginning,

Said parcels now being referred to as the "May 2014 Parcels"; and

2. Section IV of the Urban Renewal Plan is hereby amended to add the terms "Library" and "Community Center" to the Public Purpose Activities.

3. Section V of the Urban Renewal Plan is hereby amended by adding the zoning category of "Public Use"

4. Section VI of the Urban Renewal Plan is hereby amended as follows:

a. Delete Section 5 in its entirety and replace it with the following:

"Building and maintenance of recreational facilities and other public improvements, including, but not limited to, open spaces, park spaces, a community center, library, athletic fields, parking facilities and landscaping."

b. Delete the listed projects in their entirety and replace with the following:

- 1) *Procter & Gamble Hair Care, LLC, Phases 2 and 3 (abatment only)*
- 2) *Water Tower #2 (\$481,373)*
- 3) *Casey's Marketing Company TIF Rebate Agreement (\$425,000)*
- 4) *South Downey Road Improvements Project (\$1,500,000)*
- 5) *Parkside Drive Road Improvements Project (\$200,000)*
- 6) *Tidewater Drive Road Improvements Project (\$200,000)*
- 7) *Pedersen Valley Park and Recreation & Library Complex (\$2,300,000). The City purchased 18.6 acres of land in Pedersen Valley for the purpose of providing community members with a community park, called for in the West Branch Comprehensive Plan, amended April 1, 2013. This project will construct athletic fields, concession stand, restrooms, trails and community center for a total cost of \$7,000,000. The TIF contribution will be capped at \$2,300,000. TIF revenues would only be*

appropriated for the street and utility portions of the project to include water, sewer and stormwater. No TIF funds will be used on any public buildings, ball fields or trails.

The City is proposing to use incremental property tax revenues to pay for approximately 33% of the Project, and proposed to use monies from the Local Option Sales Tax and a Bond Referendum to fund the additional pieces. This project is only feasible if the city uses tax increment revenues to fund a portion of the Project. The LOST will generate \$1,700,000. To fund the rest with GO Bond revenues would raise the City's property taxes by 25.75%, which is not feasible. The TIF revenues are the final piece of funding. If the bond referendum or LOST does not pass through city voters, the TIF funding will still be capped at \$2,300,000, which means the entire project does not get constructed.

- 8) *Fawcett Drive Road Improvements Project (\$1,000,000)*
- 9) *Slach's Commercial Subdivision Project (\$1,000,000)*
- 10) *Tidewater Rebate Agreement (\$100,000)*
- 11) *Acciona legal fees and administrative costs (\$100,000)*
- 12) *Johnson-Cedar Road (\$1,000,000)*

5. Attachment A is hereby amended by removing the multiple maps and replacing it with one map showing the entire Urban Renewal Area.

6. Attachment B is hereby amended by removing the existing zoning map and replacing it with the new zoning map adopted in 2014 by the City.

7. Attachment C is hereby amended by deleting in its entirety and replacing with a new Attachment C.

B. Other than amended by this Amendment No. 1 above, all other terms and provisions of the Urban Renewal Plan remain in full force and effect.

C. If any provision of this Amendment, or the application thereof to any person or circumstance shall be invalid, illegal or unenforceable to any extent, the remainder of the Urban Renewal Plan and this Amendment No. 1 and the application thereof shall not be affected and shall be enforceable to the fullest extent permitted by law.

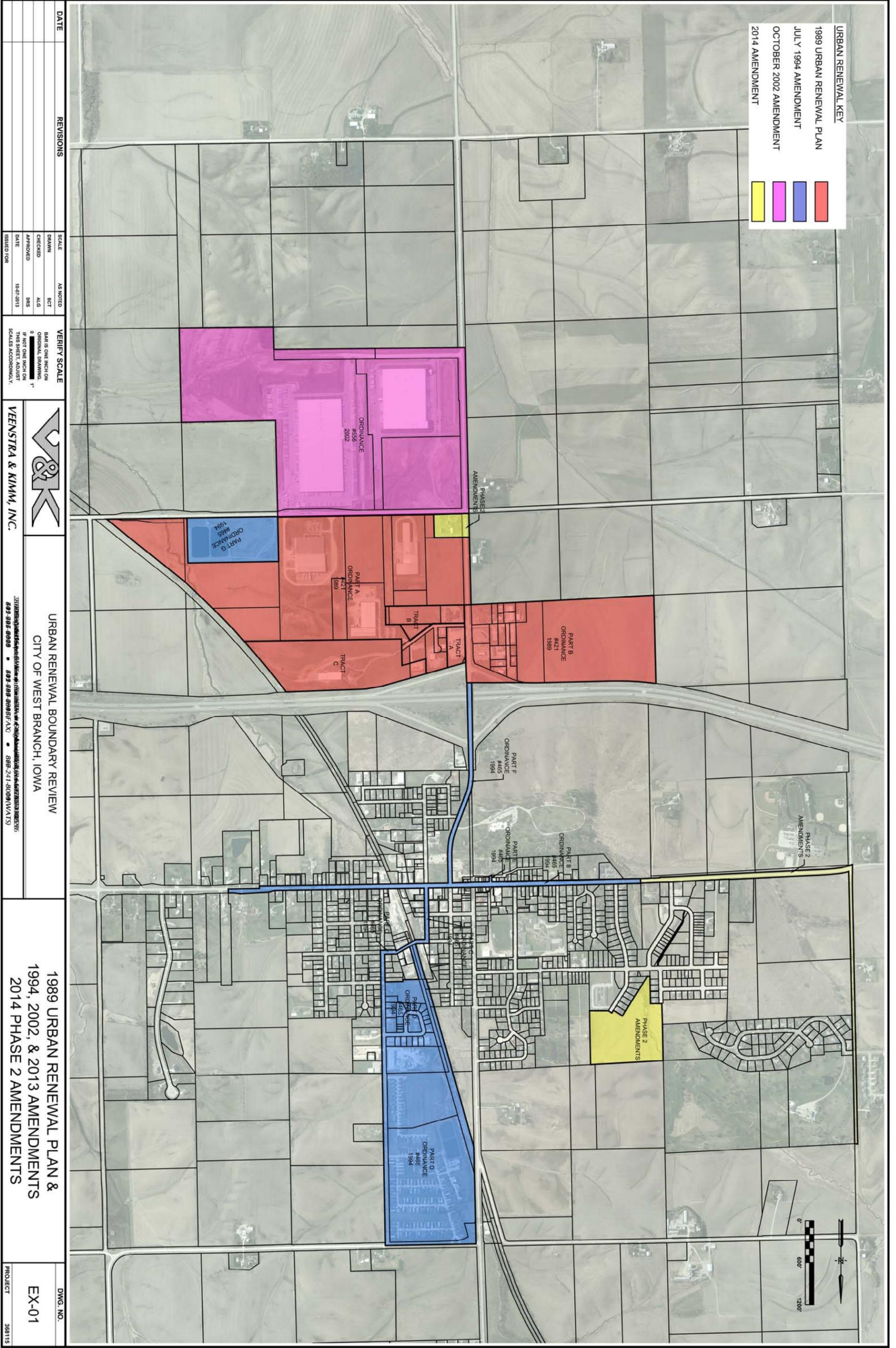
Dated this ____ day of _____, 2014

Attachment A

X-REFS: Parcels

FILE PATH: Z:\WEST BRANCH 368115 URBAN RENEWAL BOUNDARY REVIEW\DRAWINGS\DESIGN DRAWINGS\URBAN RENEWAL BOUNDARY

PLOTTED: Friday, April 25, 2014 11:40:48 AM



URBAN RENEWAL KEY

- 1989 URBAN RENEWAL PLAN
- JULY 1994 AMENDMENT
- OCTOBER 2002 AMENDMENT
- 2014 AMENDMENT

DATE	REVISIONS	SCALE	AS NOTED	VERIFY SCALE
	DRAWN	BCT	BCT	BAR IS ONE INCH ON ORIGINAL DRAWING.
	CHECKED	ALG	ALG	0
	APPROVED	GRS	GRS	IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.
	DATE	10-07-2013		
	ISSUED FOR			

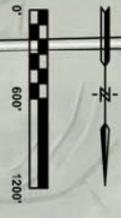
VEENSTRA & KIMM, INC.

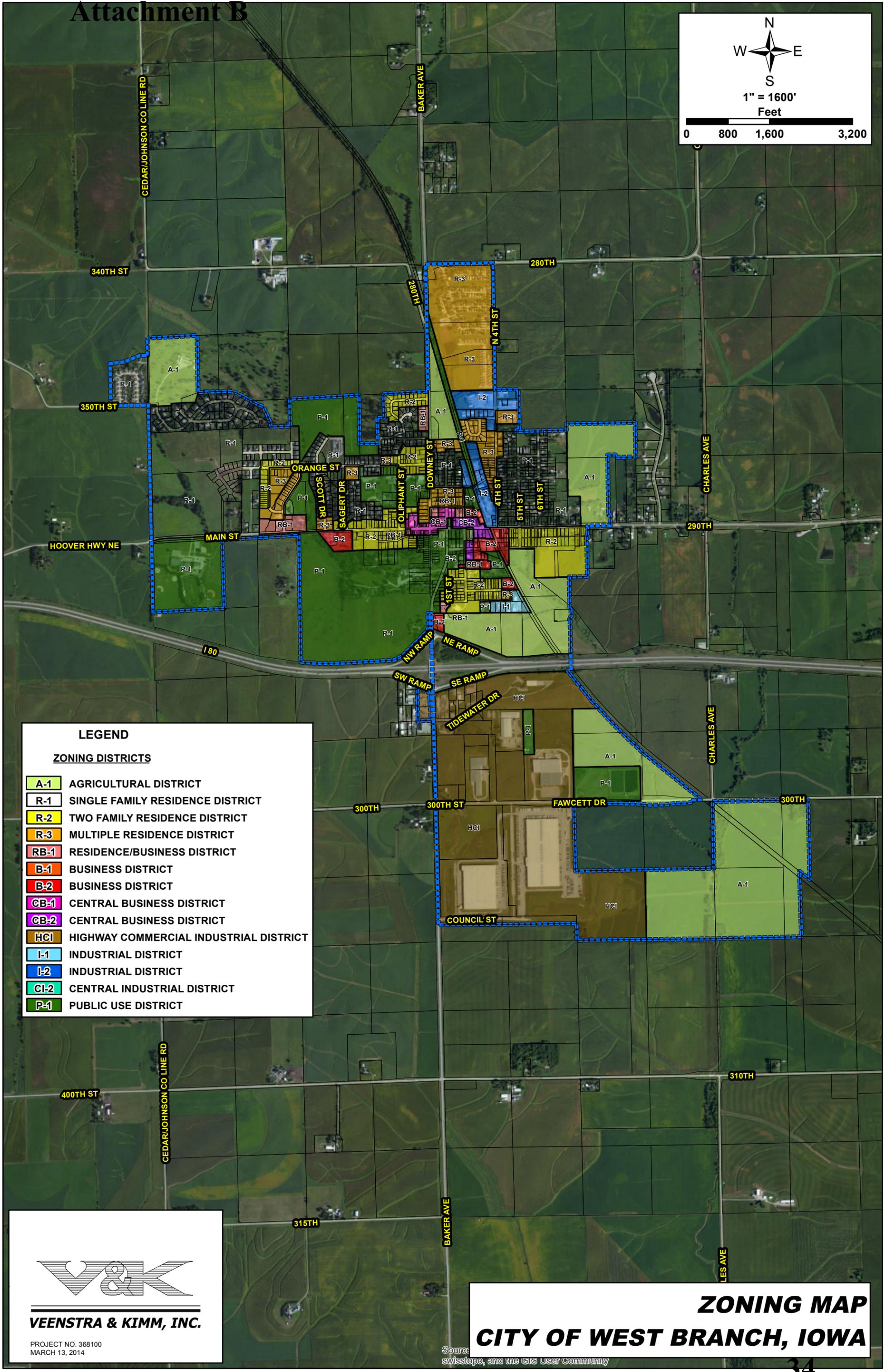
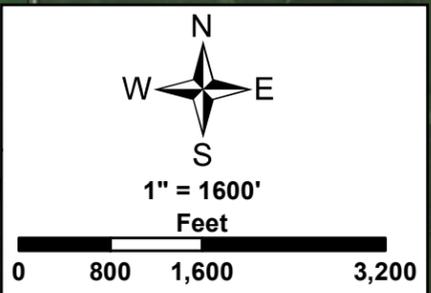
URBAN RENEWAL BOUNDARY REVIEW
CITY OF WEST BRANCH, IOWA

2710 West Branch Ave. • West Branch, IA 50591 • 515.281.1111
823.928.8888 • 823.928.8888 (FAX) • 888.241.8089 (VAATS)

1989 URBAN RENEWAL PLAN &
1994, 2002, & 2013 AMENDMENTS
2014 PHASE 2 AMENDMENTS

DWG. NO. EX-01
PROJECT 368115





LEGEND	
ZONING DISTRICTS	
A-1	AGRICULTURAL DISTRICT
R-1	SINGLE FAMILY RESIDENCE DISTRICT
R-2	TWO FAMILY RESIDENCE DISTRICT
R-3	MULTIPLE RESIDENCE DISTRICT
RB-1	RESIDENCE/BUSINESS DISTRICT
B-1	BUSINESS DISTRICT
B-2	BUSINESS DISTRICT
CB-1	CENTRAL BUSINESS DISTRICT
CB-2	CENTRAL BUSINESS DISTRICT
HCl	HIGHWAY COMMERCIAL INDUSTRIAL DISTRICT
I-1	INDUSTRIAL DISTRICT
I-2	INDUSTRIAL DISTRICT
Cl-2	CENTRAL INDUSTRIAL DISTRICT
P-1	PUBLIC USE DISTRICT

VEENSTRA & KIMM, INC.

PROJECT NO. 368100
MARCH 13, 2014

ZONING MAP CITY OF WEST BRANCH, IOWA

Source: swisstopo, and the GIS User Community

RESOLUTION 1204

A RESOLUTION HIRING KASSIE BAILEY AS A PARK & REC DEPARTMENT PART-TIME SEASONAL EMPLOYEE FOR THE CITY OF WEST BRANCH, IOWA AND SETTING THE SALARY FOR THE POSITION FOR FISCAL YEAR 2013-2014.

WHEREAS, the City of West Branch is interested in hiring Kassie Bailey as a Park & Rec part-time seasonal employee.

BE IT RESOLVED by the Council of the City of West Branch, Iowa:

Section 1. That the City of West Branch, Iowa will hire Kassie Bailey as a Park & Rec part-time seasonal employee.

Section 2. The following person and position named shall be paid the hourly wage indicated and the City Clerk is authorized to issue warrants/checks, less legally required or authorized deductions for the amounts set out below, and make such contributions to IPERS and Social Security or other purposes as required by law or authorization of the Council:

Position	Name	Wage	Basic Hours	Effective Date
Park & Rec Part-Time Season Employee, Kassie Bailey		\$10.00/hr	20/week	06/03/14

SECTION 3. The above named employee is subject to the City of West Branch Personnel Policies and Procedures applicable to their department.

SECTION 4. This resolution will be effective upon final passage of the City Council.

Passed and Approved this 2nd day of June, 2014.

Colton Miller, Mayor Pro Tem

ATTEST:

Matt Muckler, City Administrator/Clerk

CITY OF WEST BRANCH
COUNCIL ACTION REPORT

MEETING DATE: June 2, 2014 AGENDA ITEM: 7I

DATE PREPARED: May 28, 2014

STAFF LIAISON: Matt Muckler, City Administrator

ACTION TITLE: Resolution 1205, approving an agreement with FEH Associates Inc. in the amount of \$11,800 for pre-funding schematic design services for the West Branch Community Center Building Plan Project.

RECOMMENDATIONS: Approve Resolution 1205.

PROJECT DESCRIPTION:

The City of West Branch Community Center Site Study was presented to the City Council on July 18, 2011. Since that time, the site selection process has been completed, with the City purchasing a site in Pedersen Valley for future park development. The plan for the community center that was developed in the 2011 is now in need of revision. The proposed plan would allow the community to provide input on these revisions and produce a rendered site plan, rendered floor plans of each level, rendered elevations of each side, a rendered perspective and a cost opinion of probable total project costs.

In the current fiscal year, funds were moved from the Park & Rec General Fund reserve line to the general fund to fund grant writing services with eCivis for two grant applications. eCivis has since completed two park & rec grant applications. Capital expenditures in the current fiscal year, most notably, the Beranek Park parking lot, were not utilized. The Park & Rec Department would like to use current fiscal year appropriations to pay for eCivis services and use the funds that came from the Park & Rec reserve line to pay for the planning services provided under Resolution 1205.

ATTACHMENTS:

Resolution 1205 (2 pages)

City of West Branch Community Center Site Study (12 pages)

West Branch Community Center Building Plan Project Request for Proposals, issued on May 7, 2014 (2 pages)

FEH Associates Proposal (34 pages)

HBK Engineering Proposal (19 pages)

Shive-Hattery Proposal (10 pages)

RESOLUTION NO. 1205

A RESOLUTION APPROVING AN AGREEMENT WITH FEH ASSOCIATES INC. IN THE AMOUNT OF \$11,800 FOR PRE-FUNDING SCHEMATIC DESIGN SERVICES FOR THE WEST BRANCH COMMUNITY CENTER BUILDING PLAN PROJECT.

WHEREAS, the City of West Branch has recently purchased an approximate 18-acre parcel off the northerly extension of Scott Drive in Pedersen Valley intended to serve as a future park space; and

WHEREAS, the City Council has previously approved a comprehensive park planning process for this space and the five other city parks; and

WHEREAS, that comprehensive park planning process is currently underway and has produced a preliminary site plan for this future park space; and

WHEREAS, the Park & Recreation Commission and city staff believe that an updated community center building plan is needed to move forward; and

WHEREAS, city staff briefed the City Council on this need at the May 5, 2014 City Council Meeting and distributed a request for proposals for the West Branch Community Center Plan Project on May 7, 2014; and

WHEREAS, the request for proposals included the review of existing documentation and four meetings including a an open house charrette to gather public feedback; and

WHEREAS, the deliverables on the project would include a rendered site plan, rendered floor plans of each level, rendered elevations of each side, a rendered perspective and a cost opinion of probable total project costs; and

WHEREAS, proposals for the project were received from three firms by the May 23, 2014 deadline; and

WHEREAS, each proposal received included a project approach, schedule and fees; and

WHEREAS, City Staff has reviewed all three proposals and is recommending that the City Council accept the proposal from FEH Associates Inc; and;

WHEREAS, it is now necessary for the City Council to approve an agreement to approve said proposal.

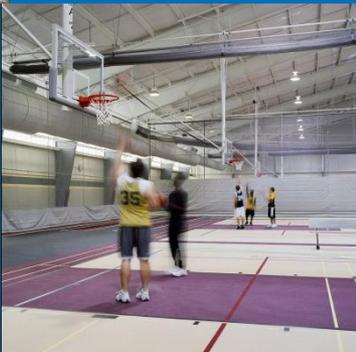
NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Cedar County, Iowa, that the City Council approves an agreement with FEH Associates Inc. for the West Branch Community Center Building Plan Project in the amount of \$11,800.

Passed and approved this 2nd day of June 2014.

Colton Miller, Mayor Pro Tem

ATTEST:

Matt Muckler, City Administrator/Clerk

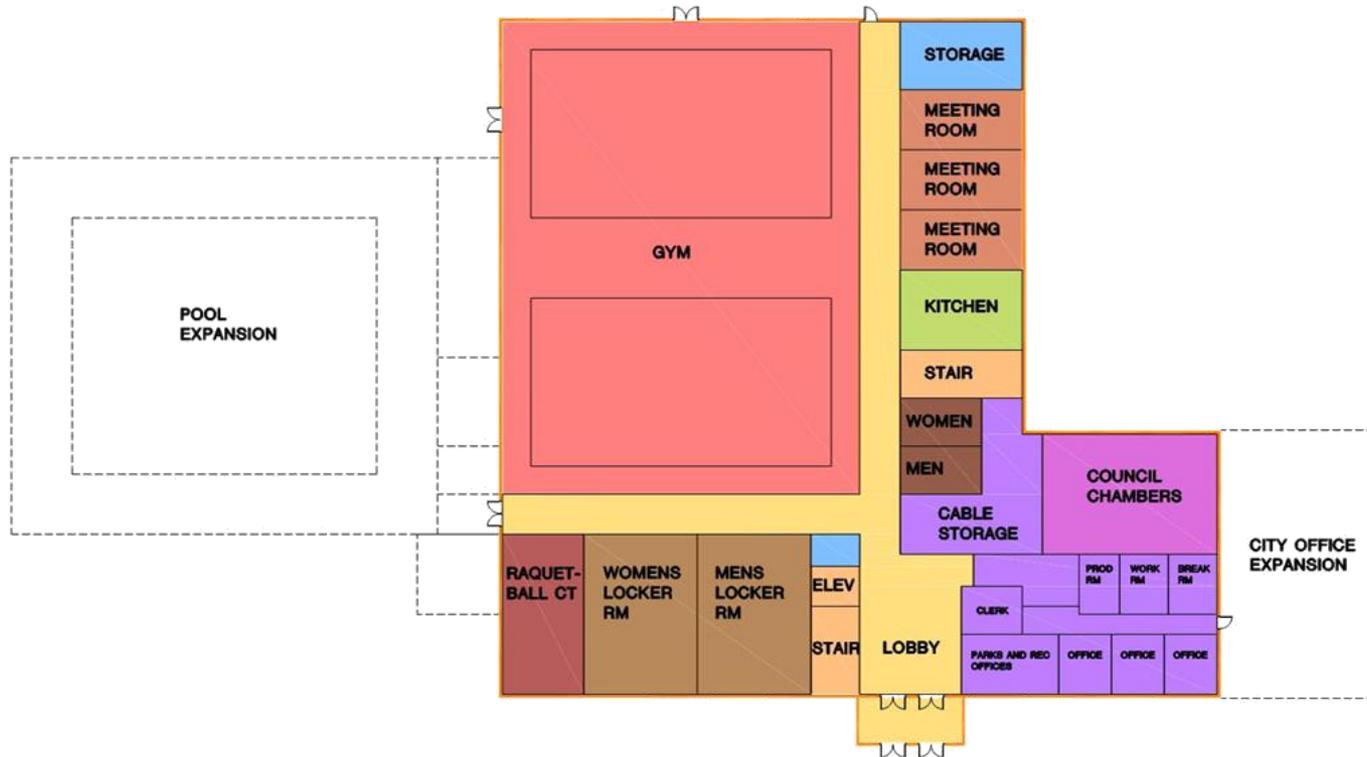


City of West Branch

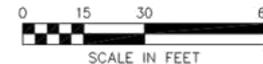
Community Center Site Study

SHIVEHATTERY
ARCHITECTURE+ENGINEERING

West Branch Community Center

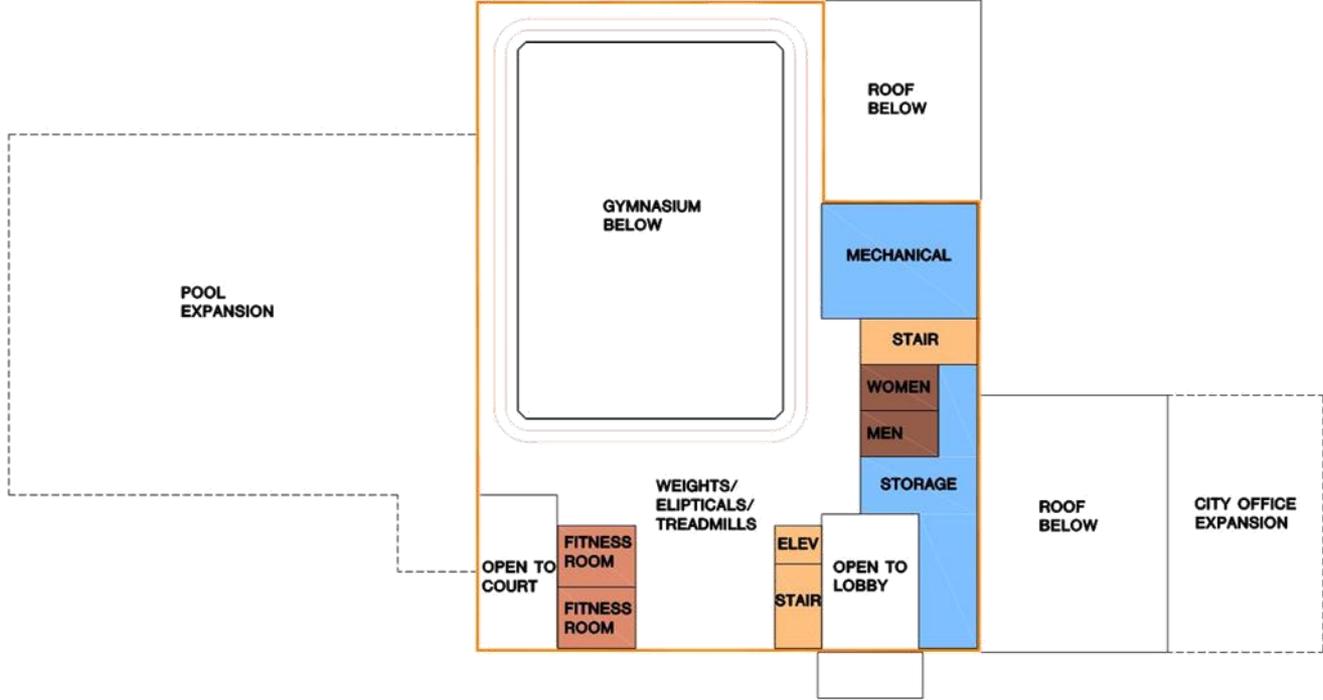


FLOOR PLAN - FIRST LEVEL



AREA	
COMMUNITY CENTER	21,140 SF
CITY OFFICES	4,500 SF
TOTAL	25,640 SF

West Branch Community Center



FLOOR PLAN - SECOND LEVEL

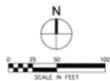
AREA
COMMUNITY CENTER 11,689 SF



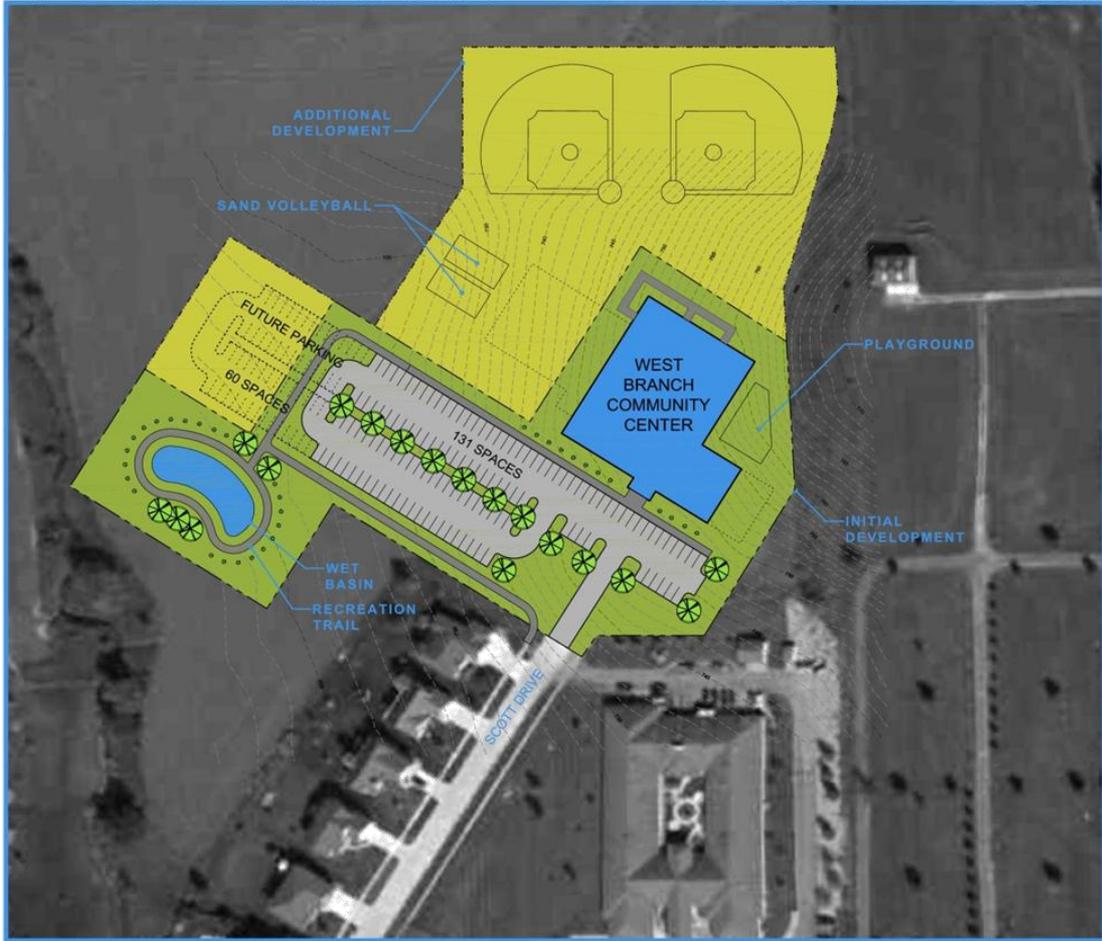
Green Meadow Site



ZONING:	R-1
AREA:	
INITIAL DEVELOPMENT -	5.2 ACRES
ADDITIONAL DEVELOPMENT -	2.9 ACRES
TOTAL AREA -	8.1 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	
$37,329 - 2000 = 35,329 \text{ SF}$	
$(1 \text{ SPACE}/300 \text{ SF}) * (35,329 \text{ SF}) = 118 \text{ SPACES}$	
TOTAL PARKING REQUIRED = 128 SPACES	
TOTAL PARKING PROVIDED = 129 SPACES	



Pedersen Valley Site



ZONING:	R-1
AREA:	
INITIAL DEVELOPMENT -	4.0 ACRES
ADDITIONAL DEVELOPMENT -	2.9 ACRES
TOTAL AREA -	6.9 ACRES

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

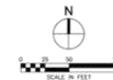
REQUIRED PARKING:

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

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

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

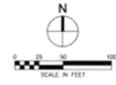
TOTAL PARKING REQUIRED = 128 SPACES
 TOTAL PARKING PROVIDED = 131 SPACES



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 SPACE/300 SF) * (35,329 SF) = 118 SPACES	
TOTAL PARKING REQUIRED = 128 SPACES	
TOTAL PARKING PROVIDED = 100 SPACES	



Site / Building Cost Matrix

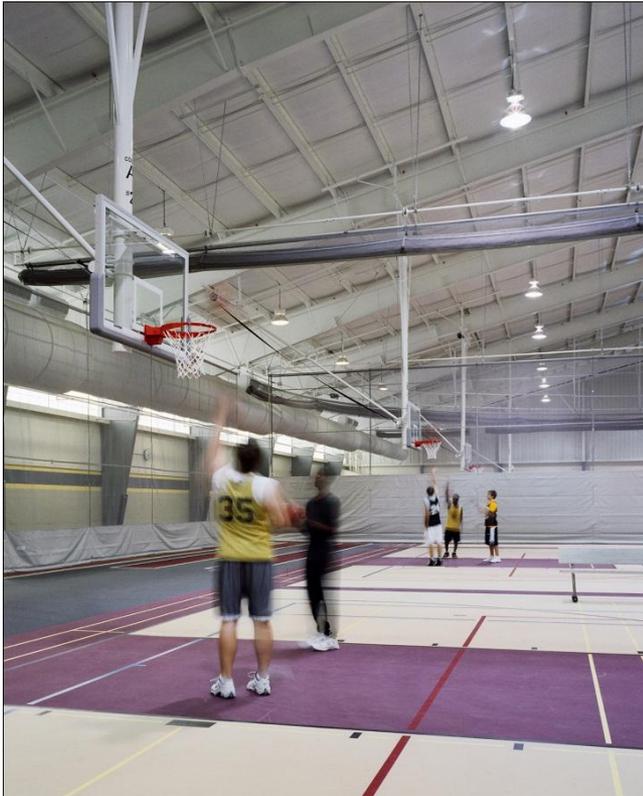
	The Meadows	Pedersen Site	Cookson Site
Site Development			
Grading	\$200,000	\$215,000	\$195,000
Utilities	\$220,000	\$150,000	\$120,000
Pavement	\$370,000	\$290,000	\$290,000
Building Demolition	0	0	\$63,000
Total Site Development	\$790,000	\$655,000	\$608,000
Building			
Conventional Construction	\$5,560,000	\$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
Connectivity to Community	Good	Good	Good
Public Visibility	Good	Limited	Limited
Available Infrastructure	Good	Good	Good
Ability to Expand	Good	Good	Limited
Ease of Development	Good	Good	Challenging
Cost of Land	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.

City of West Branch

~A Heritage for Success~

110 N. Poplar Street • PO Box 218 • West Branch, Iowa 52358
(319) 643-5888 • Fax (319) 643-2305 • www.westbranchiowa.org • matt@westbranchiowa.org

West Branch Community Center Building Plan Project

May 7, 2014

The City of West Branch, Iowa is requesting proposals to prepare a plan for a Community Center on an 18-acre site in Pedersen Valley. On July 18, 2011, Shive-Hattery Architecture and Engineering presented the *City of West Branch Community Center Site Study* to the West Branch City Council. At that time, the City was still considering three sites for a community recreational complex. Since that time, the City has purchased land in Pedersen Valley and completed a preliminary site plan. That preliminary site plan is currently being considered by the Park & Recreation Commission and the City Council.

The scope of the Community Center Building Plan Project is the following:

- 1) Review of existing documentation to include July 18, 2011 Shive-Hattery *City of West Branch Community Center Site Study*, preliminary Pedersen Valley Park site plan drawn by FEH Associates Inc., and *City of West Branch Parks and Rec Public Input Survey* completed by HBK Engineering, LLC.
- 2) Four meetings (approximately eight total hours):
 - i. initial meeting with Park & Recreation Commission and Steering Committee (approximately two hours in June) to determine programming needs,
 - ii. meeting with city staff to review initial meeting with Park & Rec Commission and Steering Committee (approximately one hour in July),
 - iii. open house charrette (approximately four hours in July) to render preliminary drawings and receive public input, and
 - iv. presentation of completed project to City Council at the regular City Council Meeting on September 15, 2014 (approximately one hour).

Mayor: Mark Worrell • **Council Members:** Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, Mary Beth Stevenson
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

City of West Branch

~A Heritage for Success~

110 N. Poplar Street • PO Box 218 • West Branch, Iowa 52358
(319) 643-5888 • Fax (319) 643-2305 • www.westbranchiowa.org • matt@westbranchiowa.org

3) Pre-funding schematic design planning for the community center would include the following deliverables:

- Rendered Site Plan
- Rendered Floor Plan of each level
- Rendered Elevations of each side
- Rendered perspective
- Cost Opinion of probable total project costs

4) Proposals should include the following:

- Cover letter
- Project approach
- Anticipated project schedule
- Information including: names, titles, roles, and expertise of firm members assigned to project
- A list of three (3) relevant projects
- Total fees including reimbursables

The City of West Branch is seeking proposals to provide the above-mentioned items by May 23, 2014 via e-mail to matt@westbranchiowa.org. Proposals will be reviewed based on the above-mentioned scope of services and price by the City Administrator and Park & Recreation Director. A recommendation from the City Administrator will be made to the City Council at their June 2, 2014 City Council Meeting.

Please direct any questions concerning this proposal to City Administrator Matt Muckler or Park and Rec Director Melissa Russell:

Matt Muckler, City Administrator
110 N. Poplar Street, PO Box 218
West Branch, Iowa 52358
matt@westbranchiowa.org
Office: (319) 643-5888
Cell: (319) 530-1320

Melissa Russell, Park & Rec Director
201 E. Main Street, PO Box 218
West Branch, Iowa 52358
recdirector@westbranchiowa.org
Office: (319) 643-4212
Cell: (319) 930-0393

Mayor: Mark Worrell • **Council Members:** Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, Mary Beth Stevenson
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

Architecture | Structural Engineering | Interiors

STATEMENT OF QUALIFICATIONS



WEST BRANCH COMMUNITY CENTER BUILDING PLAN PROJECT

WEST BRANCH, IOWA



FEH Associates Inc.

Architecture | Structural Engineering | Interiors

701 Pierce Street, Suite 100
Sioux City, Iowa 51101
712.252.3889 | FAX 712.252.2882

604 East Grand Avenue
Des Moines, Iowa 50309
515.288.2000 | FAX 515.288.1999

1030 Main Street, Suite 101
Dubuque, IA 52001
563.583.4900 | FAX 515.288.1999

W316 S525 Christopher Way
Delafield, WI 53018
262.968.2055 | FAX 515.288.1999

www.fehassociates.com

May 2014

Collaborative Design | Innovative Solutions

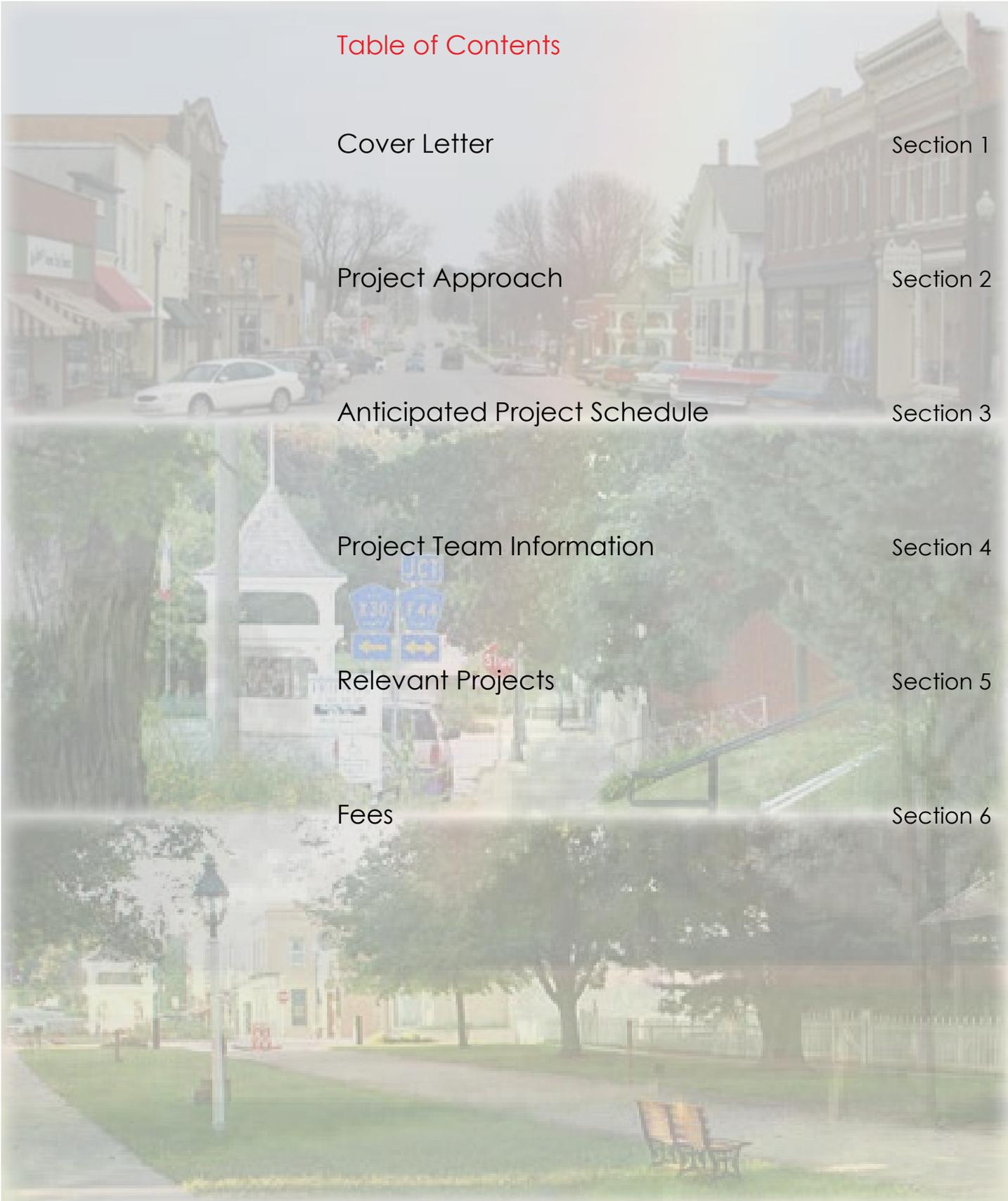


Table of Contents

Cover Letter Section 1

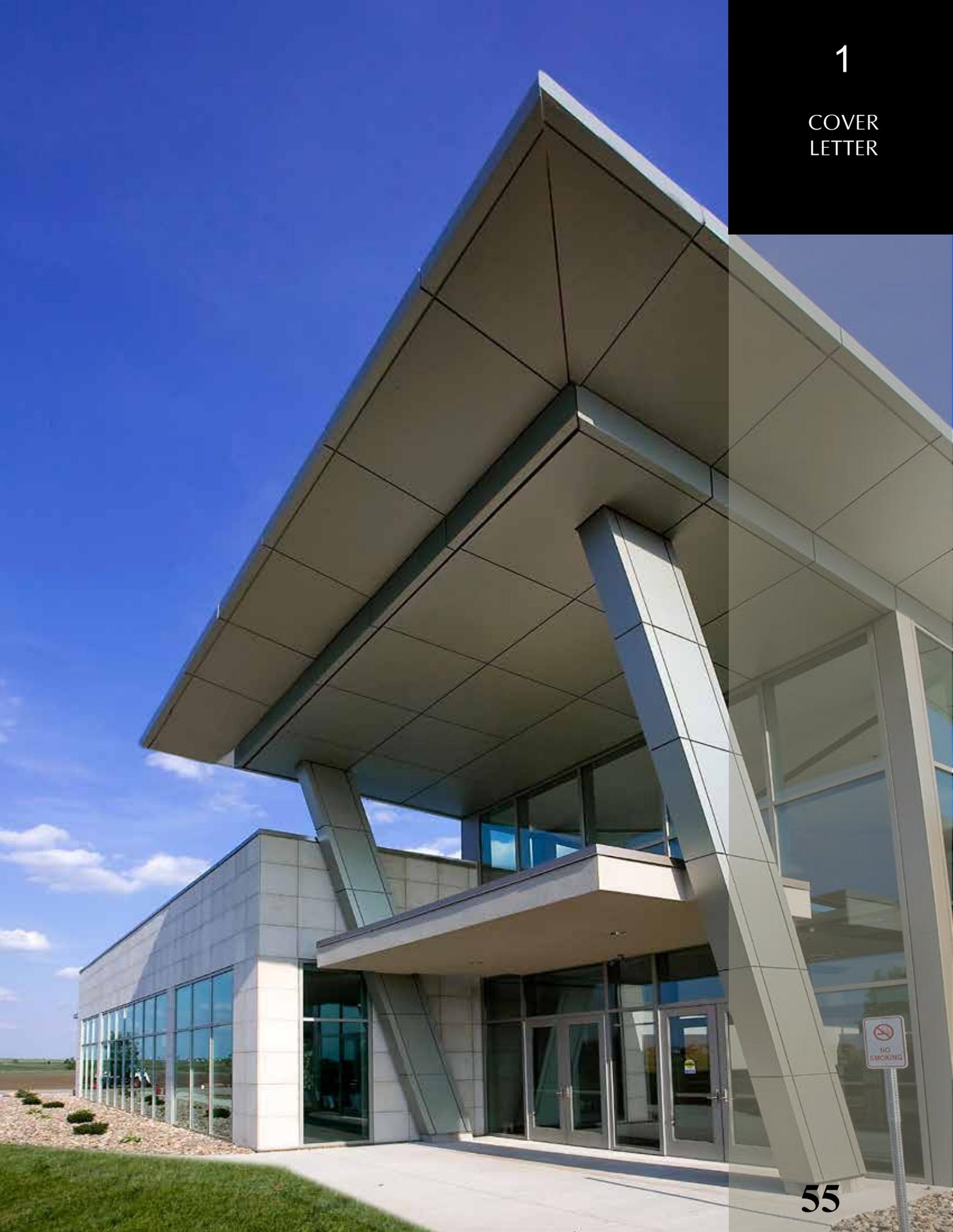
Project Approach Section 2

Anticipated Project Schedule Section 3

Project Team Information Section 4

Relevant Projects Section 5

Fees Section 6





May 22, 2014

Matt Muckler, City Administrator
1110 N. Poplar Street, PO Box 218
West Branch, Iowa 52358

Melissa Russell, Park & Rec Director
201 E. Main Street, PO Box 218
West Branch, Iowa 52358

RE: Public Design is our Team's Passion

Dear Matt and Melissa:

Our team is tremendously excited to be submitting professional qualifications for the City of West Branch. We know that we have the ability to help expand and improve your services through a functional, attractive and cost effective facility design and engaging public design process.

Our design team members have completed many community projects across the Midwest...many of which have been complex additions, remodeling and new projects. We have done this successfully time and again with community input.

Your project Request for Proposal really got our attention. Here are a few reasons why this project is so important to us:

1. Design for public facilities is our passion.
2. We love to engage the community in the design process. We believe their involvement in the design process is critical to the success of the project and have developed innovative methods to get them involved. Our process will collect and incorporate their thoughts, hopes, and dreams and that will make the West Branch Community Recreation Center Building Plan Project truly special.
3. We understand the need for community engagement where we are asking for public support through L.O.S.T or G.O. bond funding. Community "Buy In" is critical to success.
4. We are familiar with your community and its needs.

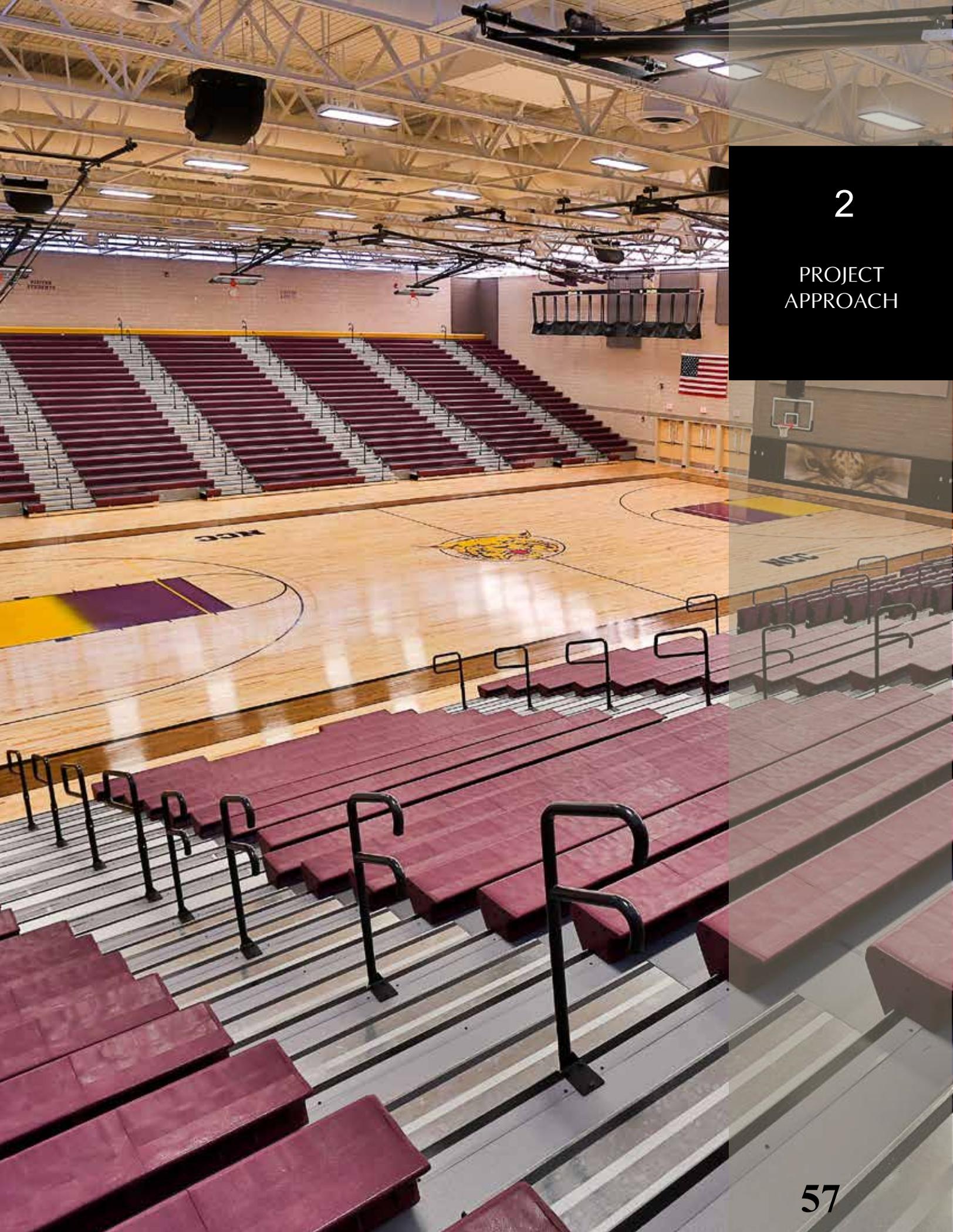
A collaborative design process enhances a project's chance of a successful result. To that end we have assembled a highly talented group of designers who share the same core values of quality design, sustainability, innovation and client service to the project. This team brings extensive community design expertise and knowledge of the local construction industry.

Thank you for this opportunity to provide this proposal. We look forward to continuing our work with you to make your vision a reality.

Respectfully Submitted,

Dennis J. Sharp, AIA, President





2

PROJECT APPROACH



Nearly every project has special constraints, whether related to time, budget, site restrictions or maintaining use of a functioning facility during a renovation project, etc.

In our 116+ year history we have encountered and successfully dealt with nearly every conceivable project constraint.

Our three Iowa offices – Des Moines, Sioux City and Dubuque – and our Delafield, Wisconsin office operate under common management and function as a single entity. Today's technology makes that not only possible, but practical. Workloads are projected a year in advance, reviewed and adjusted every two weeks and staff is shared as needed to meet workload demands.



By maintaining an adequate and competent staff with the right skills, we have the capability to design quality buildings within reasonable time frames to meet our clients needs. Our successful completion of complex projects for multiple clients continuously results in a large repeat client base.

Much could be written about our design philosophy, but stated briefly as requested, it can be summarized as follows:

Our approach to design addresses four key points to ensure that the completed facility meets the expectations of the owner/client and needs of the user:

INVOLVEMENT ... of the owner/client from programming initial concepts through completion.

RESEARCH ... by thoroughly examining existing conditions, future growth and needs, site options, strengths and weaknesses and viewing problems as design opportunities.. Such attention to details in the early planning stages ensures the intent of the owner/client and needs of the user.

EXPLORATION ... of design options based on research.

ANALYSIS ... and review, including new, emerging materials and technology.



Design, facility aesthetics and effective built solutions are not about architects - they are about owners' needs, desires and dreams. Every design project is unique because every client and project brings different dreams, needs and circumstances to the table. We do not approach projects with a design style, we approach clients with a process driven by our desire to bring out their vision.

We believe the proposed FEH Team is the ideal design team. FEH Associates Inc. had its' beginnings in 1898 and has been in practice since with public architecture as the mainstay of the business. All members of the team are Midwest based and reflect Midwest values and work ethic.

WEST BRANCH PROCESS:

1. FEH will further review the 2011 Shive Hattery Study along with additional drawings completed after the Study was published; review the survey results to get a better understanding of the community input gathered with that survey; and gather all available information on the site including our own drawing studies. We will also review with HBK the proposed improvements for the other City Parks for frame of reference.
2. FEH will gather input from the Park and Recreation Commission and the Community Steering Committee to establish goals for the project and begin the refinement of the activities and program spaces are to be included in the proposed new facility and site. Through an interactive process, priorities for the new development will be established. In approaching the needs in this way, all potential items are identified. Some will be high priorities and some will be lower priorities. In this way everyone involved feels they are being heard, and yet understand that some items are needed more than others. Budget will then determine how much of the list actually gets into the project.



OUR APPROACH TO DESIGN

FEH Associates Inc.



3. The activities and program areas will then be reviewed with the City staff to refine the list of priorities and begin to formulate a long term plan for the development of the new Recreation Center.

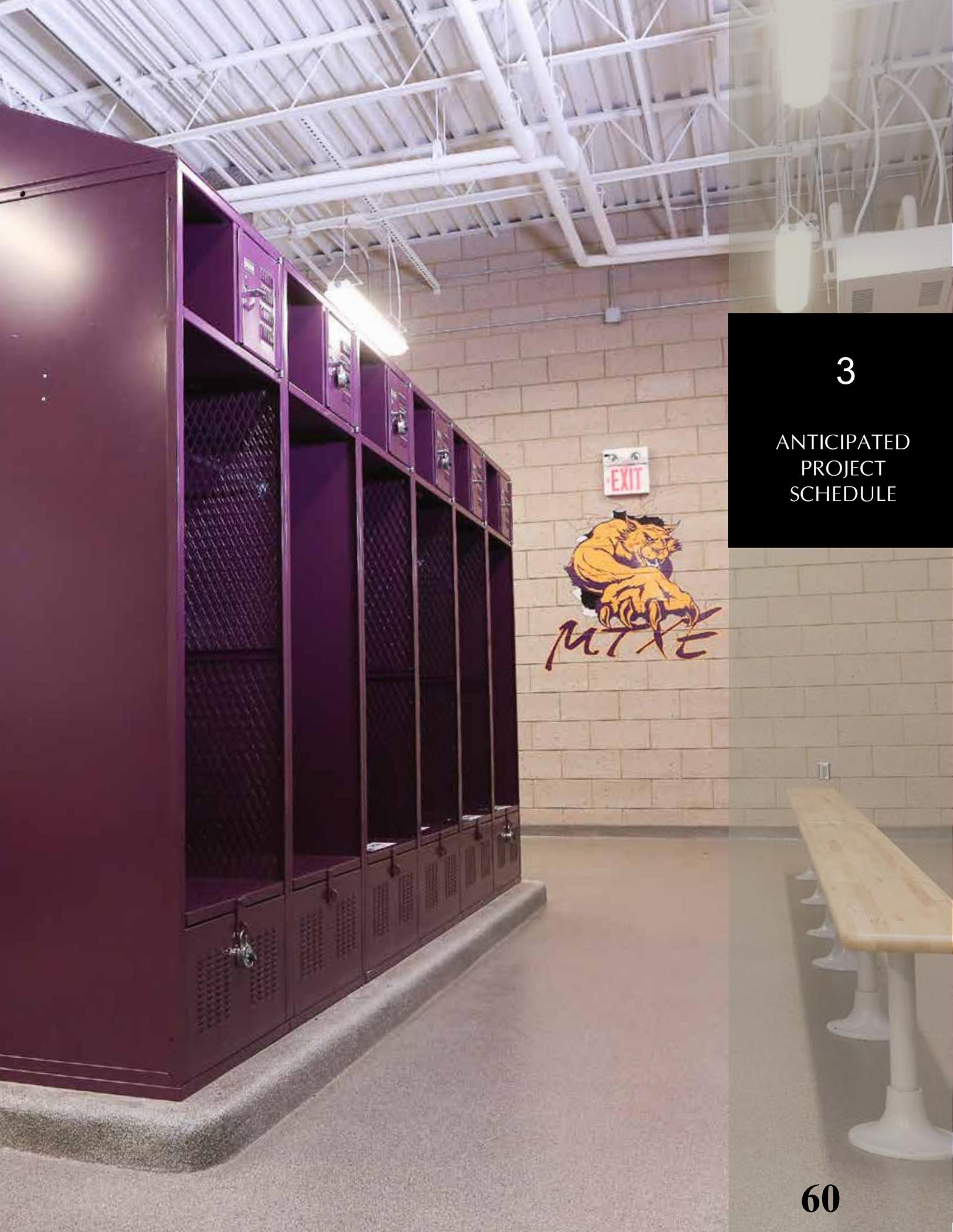


4. FEH will then conduct an all-day on site design charrette to take the vision for the facility and the established goals for success and begin putting lines on paper. This interactive design process gives the community members a chance to participate in the design and offer their own input and ideas for review. Several options will be developed, reviewed against each other and refined as the day goes on based on community input.



5. The design developed through this community process will then be presented to the West Branch City Council and Mayor at a regular City Council meeting in early September.





3

ANTICIPATED PROJECT SCHEDULE

PROJECT SCHEDULE

City of West Branch

West Branch, Iowa





4
PROJECT
TEAM
INFORMATION



PRINCIPAL IN CHARGE

Dennis J. Sharp, AIA, President

Responsibilities: Community/staff meetings, programming, priority development, conceptual design, contract development, project follow-through to completion.

PROJECT MANAGER

John Karrmann, AIA, LEED AP BD+C

Responsibilities: Overall project management, oversee/manage consultant team, primary point of contact for the owner, conceptual design, project follow-through to completion.



PROJECT ARCHITECT

Kevin Eipperle, AIA, LEED AP

Responsibilities: Development of construction drawings and technical specifications, preparing and issuing addendums during bidding and construction administration.

INTERN ARCHITECT

Cory Sharp, Associate AIA

Responsibilities: Development of construction drawings and technical specifications, preparing and issuing addendums during bidding and construction administration.



PERSONNEL RESUME

Principal in Charge



Bachelor of Arts in
Architecture, Iowa State
University, 1974

Licensed Architect: IA, NE,
IL, SD, MN, WY

40 years of experience
22 years with FEH

DENNIS J. SHARP AIA, FEH PRESIDENT

Denny brings 40 years of design experience on multiple project types. Over the years, his design work has successfully served the needs of multiple communities in several states. He loves getting owners, staff and users involved in the design process. His leadership of community meetings and focus on design has resulted in many successful facilities.

RELEVANT EXPERIENCE

West Branch Public Library (West Branch, Iowa) *Schematic Design*
City of Centerville Parks (Centerville, Iowa) *Master Plan*
Oelwein City Hall & Police Station (Oelwein, Iowa) *Site selection for a new PD/City Hall Facility*
Eldridge City Hall & Police Station (Eldridge, Iowa)
Space Needs Assessment for new PD/City Hall Facility
Norwalk City Hall (Norwalk, Iowa) *Remodel*
City Offices, Marshalltown Carnegie Library (Marshalltown, Iowa) *Adaptive Reuse*
Grinnell Public Safety Building (Grinnell, Iowa) *New Construction*
Sioux City Convention Center (Sioux City, Iowa) *Remodel*
BridgeView Center (Ottumwa, Iowa) *New Construction*
Renaissance Faire Village Sleepy Hollow Sports Park (, Iowa) *New Construction*
Recreation Center, Denison Job Corps, Department of Labor (Denison, IA) *New Construction*
Ottumwa Job Corps Center, Department of Labor (Ottumwa, Iowa) *New Construction*
Marshalltown Police & Fire Department (Marshalltown, Iowa) *Study*
Norwalk Public Works (Norwalk, Iowa) *New Construction*
City of Pleasant Hill City Hall (Pleasant Hill, Iowa)
Pleasant Hill Parks (Pleasant Hill, Iowa) *Master Plan*
East University Avenue (Des Moines, Iowa) *Streetscape*
Ankeny City/School Maintenance Facility Study (Ankeny, Iowa) *Facility Study*



PROFESSIONAL/TECHNICAL ORGANIZATIONS

Member, American Institute of Architects, National, State and Local
National Council of Architectural Registration Boards
Past Co-Chairperson, American Institute of Architects, Public Relations Committee

COMMUNITY INVOLVEMENT

Supporting Member, Iowa Library Association
Member, Four Mile Valley Greenway and Trail Committee
Member, Pleasant Hill Chamber of Commerce
Member, East Des Moines Chamber of Commerce
Member, East University Gateway Beautification Committee
Member, East Village Historic District



Bachelor of Architecture,
Tulane University, 1986
Master of Architecture,
Tulane University, 2004

Licensed Architect: IA,
IN, MO

LEED AP

27 years of experience
18 years with FEH

JOHN KARMANN AIA, LEED AP BD+C, FEH VICE PRESIDENT

John brings 27 years of design experience across a wide range of project types to the table. Having been involved in numerous projects, John has a keen awareness of the many facets of facility planning. Combining complex planning issues, building systems, construction methods, technology and aesthetics into a user friendly environment is a particular strength that John brings to his projects.

RELEVANT EXPERIENCE

- Marshalltown Police/Fire Department (Marshalltown, Iowa) Needs Assessment, Site Assessment, Site Evaluation, for New Construction
- Norwalk Public Works (Norwalk, Iowa) New Construction
- Norwalk City Hall (Norwalk, Iowa) Remodel
- Grinnell Public Safety Building (Grinnell, Iowa) New Construction
- Oelwein City Hall/Police Department (Oelwein, Iowa) Remodel & Adaptive Re-Use, Assessment
- Marshalltown City Administration (Marshalltown, Iowa) Adaptive Re-Use
- BridgeView Events Center (Ottumwa, Iowa) New Construction
- Ankeny Fire Station (Ankeny, Iowa) New Construction
- Ottumwa Job Corps Center, Ottumwa Job Corps, DOL (Ottumwa, Iowa) New Construction
- Concession Stand/Restroom Facility Grimes Baseball & Softball (Grimes, Iowa)
- Student Center, Grand View University (Des Moines, Iowa)
- Rasmussen Center for Community Advancement Professions, Grand View University (Des Moines, Iowa) New Construction
- Marshalltown Public Library (Marshalltown, Iowa) LEED Gold/New Construction
- Kemin Industries Corporate Headquarters (Des Moines, Iowa) New Construction
- WebFilings (Ames, Iowa) New Construction/Multiple Phases



PROFESSIONAL/TECHNICAL ORGANIZATIONS

- Member, American Institute of Architects, National, State and Local
- Member, United States Green Building Council (USGBC), Iowa Chapter
- National Council of Architectural Registration Boards

COMMUNITY INVOLVEMENT

- Council Member, St. Mark Lutheran Church, West Des Moines, Iowa
- Kiwanis, West Des Moines

PERSONNEL

Project Architect



Bachelor of Arts in
Architecture, Iowa State
University, 1985

Bachelor of Architecture,
Iowa State University, 1986

Licensed Architect: IL, IA,
KS, SC, TN, WI
LEED AP

30 years of experience
3 year with FEH

*Most projects listed were
completed while working for
another firm*

KEVIN J. EIPPERLE AIA, LEED AP, PRINCIPAL

Kevin brings 30 years of professional experience in a large range of civil/educational/cultural projects. Kevin has a passion for delivering environments that promote success, with an expertise in new building facilities and additions, evaluations and renovations of existing buildings and in facilitating owner user groups in design meetings for long-range planning.

RELEVANT EXPERIENCE

Oelwein City Hall & Police Station (Oelwein, Iowa) *Site selection for a new PD/City Hall Facility*
Eldridge City Hall & Police Station (Eldridge, Iowa) *Space Needs Assessment for new PD/City Hall Facility*
Columbus Junction Iowa Civic Center (Columbus Junction, Iowa) *City Hall, Police Station, Council Chambers, Diversity Center & Library*
Davenport Federal Courthouse (Davenport, Iowa) *Renovation*
Hazelton City Hall Design (Hazelton, Iowa)
Pleasant Hill Civic Campus (Pleasant Hill, Iowa) *Space Needs Study*
Joint-Use Community Facility, City of Lancaster (Lancaster, Wisconsin) *Planning*
The America's River Project, City of Dubuque (Dubuque, Iowa) *Master Planning*
Joint-Use Community Facility, City of Lancaster (Lancaster, Wisconsin) *Planning*
Bellevue Public Library/City Hall (Bellevue, Iowa) *Addition and Renovation*
Waupaca Public Library/City Hall (Waupaca, Wisconsin) *New Construction*
Iowa Civic Center (Columbus Junction, Iowa) *New Construction*
West Allis Central Library/City Meeting Spaces & Offices (West Allis, Wisconsin) *New Construction*
Dubuque Multicultural Center (Dubuque, Iowa) *Renovation*
Galena Firehouse (Galena, Illinois) *Addition and Historic Restoration*
Public Works Facility/Fire Training Facility (Hiawatha, Iowa) *Master Plan and New Construction*
Byron City Hall and Police Department (Byron, Illinois) *Facility Study*
Byron Fire Headquarters and Training Facility (Byron, Illinois) *New Construction*
Williamsburg Fire Station (Williamsburg, Iowa) *Conceptual Design*
Main Street/Town Clock Plaza Study and Streetscape Design Dubuque, Iowa) *Study*
Sioux City Streetscape Design (Sioux City, Iowa) *Design Guidelines*
City of Dubuque Downtown Master Plan (Dubuque, Iowa) *Master Plan*
Dubuque Star Brewery, City of Dubuque (Dubuque, Iowa) *Building Assessment*
Cable Car Square (Dubuque, Iowa) *Various Projects*
City of Dubuque (Dubuque, Iowa) *Historic Guideline Training*
Merchants Hotel (Dubuque, Iowa) *Study of Historic Building*
Jo Daviess County Courthouse (Galena, Illinois) *Addition/Remodel*
Northend Neighborhood Trail (Dubuque, Iowa) *Renovation*

PROFESSIONAL/TECHNICAL ORGANIZATIONS

Member, American Institute of Architects, National, State and Local
National Council of Architectural Registration Boards
Past Board Member, Past President, American Institute of Architects, Iowa Chapter
Member, Council for Education Facility Planners International
Past Member, Iowa State University Architecture Advisory Council

COMMUNITY INVOLVEMENT

Founding Member - DMASWA, Green Vision Education Program
Past Co-Chair, AIA Sustainable Design Assessment Team for Dubuque Technical Committee
Facilitator, Dubuque Community School Business Partnership with Table Mound School
Past Faculty Member, University of Dubuque for Kids (an enrichment program for gifted students)
Past At Large Architect, Past President, Past Member, City of Dubuque Historic Preservation Commission
Member, National Trust for Historic Preservation
Board of Education, Dubuque Lutheran Schools
VP Program, BSA NE Iowa Boy Scout Executive Council
Past Member, Sign Ordinance Review Advisory Committee, City of Dubuque
Past Committee Chair, Envision 2010 America's River Phase II
Board Member, Foundation for Dubuque Community Public Schools
Drafted City Ordinance for Solar Thermal Systems in Dubuque, Iowa
Helped Create Local and National Certification Course Work for Solar Thermal Installations



CORY SHARP AIA ASSOCIATE

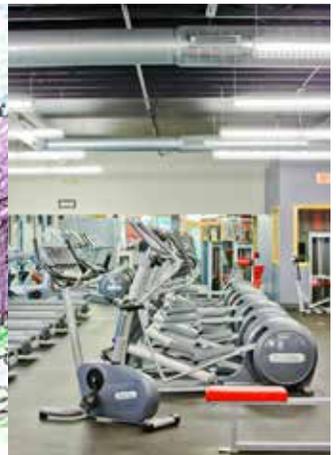
Cory brings an energetic and creative perspective to the design process and the multiple project types he works on. He loves to collaborate and build relationships with owners, staff, and community leaders. He believes that communication and the ability to build consensus is key when designing for his clients and results in a more successful project.

Bachelor of Architecture
Iowa State University 2012

3 Years Experience
2 with FEH

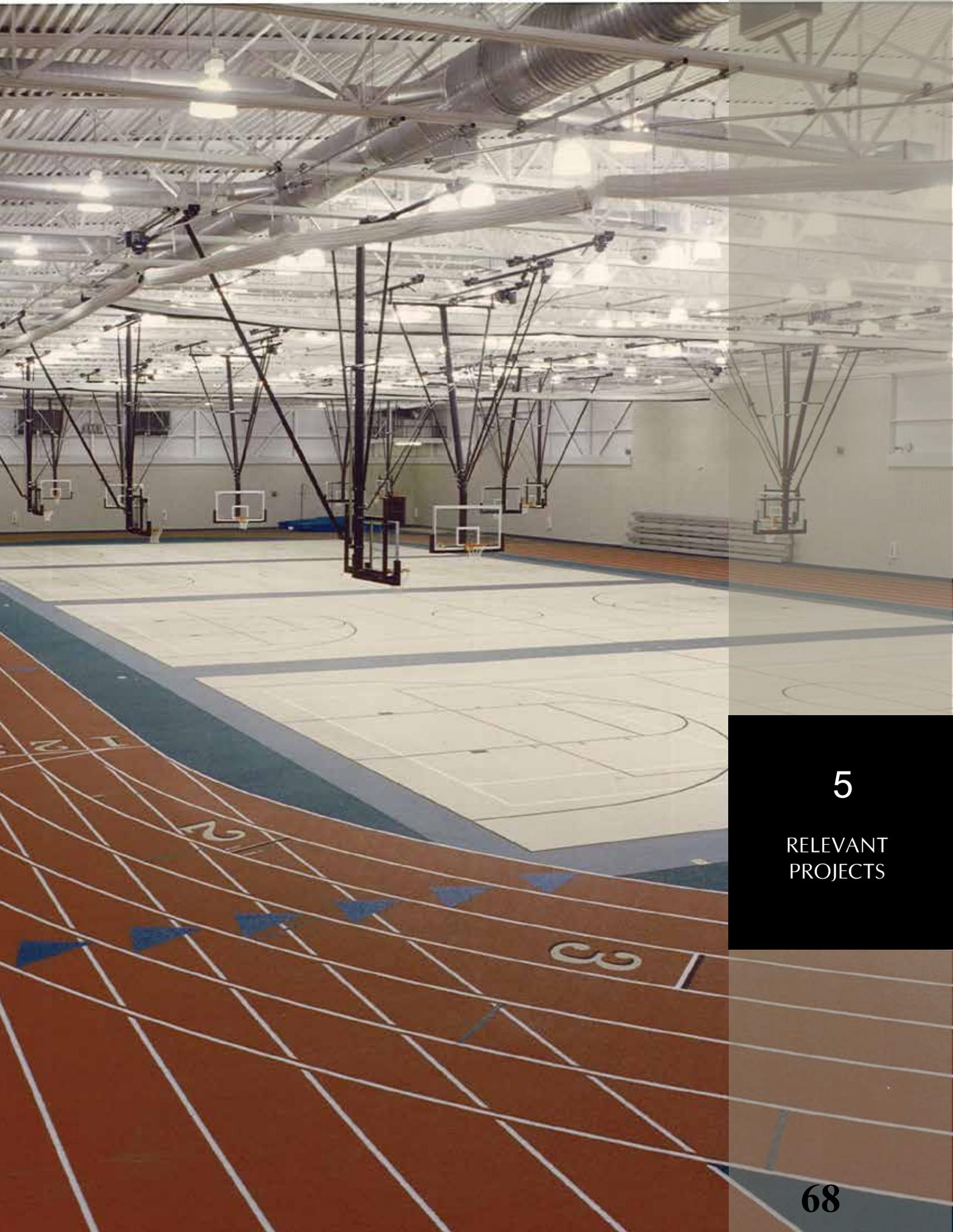
RELEVANT EXPERIENCE

- West Branch Public Library (West Branch, Iowa) Schematic Design
- Hiawatha Public Library (Hiawatha, Iowa) Schematic Design
- Melcher-Dallas Public Library (Melcher-Dallas, Iowa) Schematic Design
- 7 Flags 24/7 Express (West Des Moines, Iowa) New Construction / Interiors
- Tom's Auto Sales (East Des Moines, Iowa) Addition, Remodel
- Tom's Auto Sales (West Des Moines, Iowa) New Construction
- Jones Residence (Runnells, Iowa) New Construction
- Webster City High School (Webster City, Iowa) Gymnasium Addition
- Hempstead High School (Dubuque, Iowa) Addition/Remodel
- Carroll Public Library (Carroll, Iowa) Renovation
- River Valley Public Library (Port Byron, Illinois) Expansion
- Faidley/Leitner Residence (Des Moines, Iowa) Schematic Design
- Alice Baker Memorial Library (Eagle, Wisconsin) Expansion
- Sharp Residence (Des Moines, Iowa) Schematic Design
- Domus Trinitatis Contemplative Center for Renewal (Willey, Iowa) Master Planning
- Student Center, Grand View University (Des Moines, Iowa) Schematic Design, New Construction
- Bethel Church (Evansville, ID) Schematic Design
- Rock n Roll Museum (Okoboji, Iowa) Schematic Design



COMMUNITY INVOLVEMENT

Des Moines Partnership's Young Professionals Connection, At-Large Board Member
Impact Downtown Committee



5

RELEVANT
PROJECTS



OTTUMWA JOB CORPS CENTER | U.S. DEPARTMENT OF LABOR

Completion Date:
May 2011

Cost of Construction:
\$23,077,000

Size:
143,000 sf

Project Location:
Ottumwa Job Corps Center
15229 Truman Street
Ottumwa, Iowa 52501

FEH Associates was contracted by the U.S. Department of Labor to design the new Ottumwa Job Corps Center, located in Ottumwa, IA. The Ottumwa Job Corps Center consists of approximately 143,000 gross sf of space in eight (8) separate buildings. Buildings constructed include a Welcome Center, Administration/Wellness Building, Education Building, Student Services Building, Cafeteria/Warehouse Building, **Recreation Building**, and two (2) 152-bed Dormitory Buildings.

This Center was constructed on a site of approximately twenty-seven (27) acres in a campus setting. In addition to the building construction, this project included site improvements including, general landscaping, roads, parking, drainage, utility connections, and site/security lighting.

The function of the Ottumwa Job Corps Center is to provide educational and vocational training opportunities to disadvantaged youth.

PROJECT EXPERIENCE

Government



RECREATION CENTER | DENISON JOB CORPS CENTER

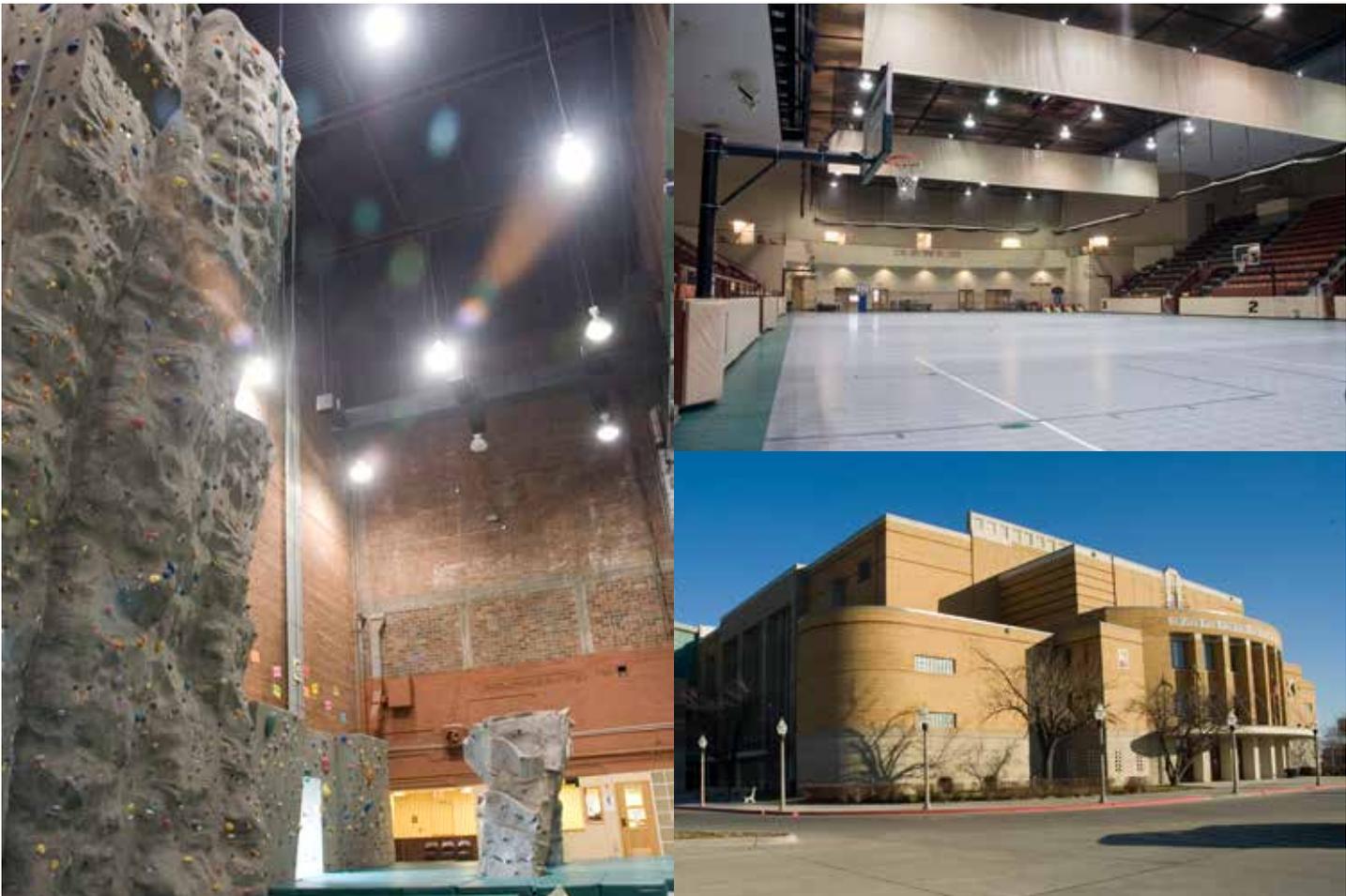
Completion Date: Summer 2005
Cost of Construction: NA
Size: 21,885 sf
Project Location: Denison, Iowa

FEH Associates was commissioned by the U.S. Department of Labor to design this new recreational facility at its Denison Job Corps Center in Denison, Iowa. The design solution encompasses a freestanding 21,885 sf footprint, single-story structure situated on a long and narrow site within the existing Job Corps campus.

This facility is the centerpiece of after hours campus life. Durability of finishes and materials, natural light-enhanced interior environments and a high degree of visual control from the centrally-located administration space have been the driving themes throughout the development of this plan.

Highlights of the facility include the gymnasium with high school sized basketball court, cross courts and volleyball court, a library/media center, a weight room, an aerobics room, arts/crafts room with two kilns, a multi-purpose room, a game room and a snack bar. Ample toilet facilities have been provided along with men's and women's locker rooms.





LONG LINES FAMILY RECREATION CENTER

Completion Date:
September 2004

Cost of Construction:
\$53,000,000
(includes Tyson Events Center)

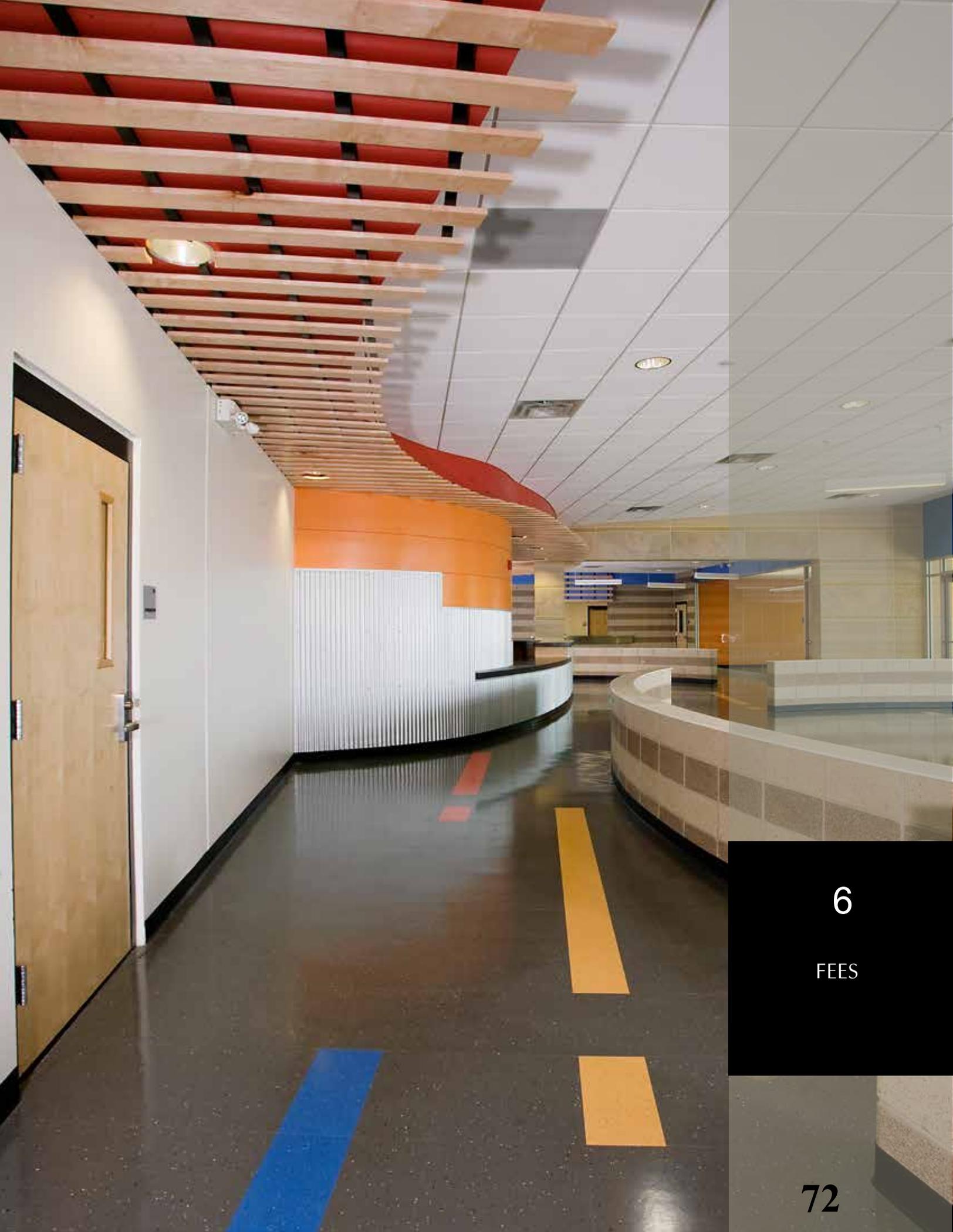
Size:
220,000 sf

Project Location:
Sioux City, Iowa

FEH Associates teamed with Ellerbe Becket for this \$53 million project partially funded through a \$21 million Vision Iowa matching grant. Opened in December 2003, this two-phased project started with the creation of the 220,000 sf Tyson Events Center featuring the 10,000-seat Gateway Arena. This facility is attached to Sioux City's historic municipal auditorium. Federal tax credits for historic preservation aided the renovation of the 104,500 sf art deco auditorium into the Long Lines Family Recreation Center. FEH Associates was the lead architect responsible for local management of the entire project and renovation of the auditorium which was completed in September 2004.

The \$12.5 million transformation of Sioux City's historic municipal auditorium creates a major new venue for a wide range of community recreational activities. The arena bowl will be used for open and league play for basketball, volleyball, soccer, baseball, wrestling and in-line hockey. Plans also included converting the auditorium's former stage into a rock-climbing wall. Various conference and large meeting rooms will host local activities and special events.

Additionally, the renovated auditorium provides a support system for some back-of-the-house functions for the new arena. A portion of the original seating is retained, as well as the volume and character of the interior. The renovated building will maintain its importance as a community gathering space and advance efforts to develop downtown Sioux City as a cultural and entertainment center.



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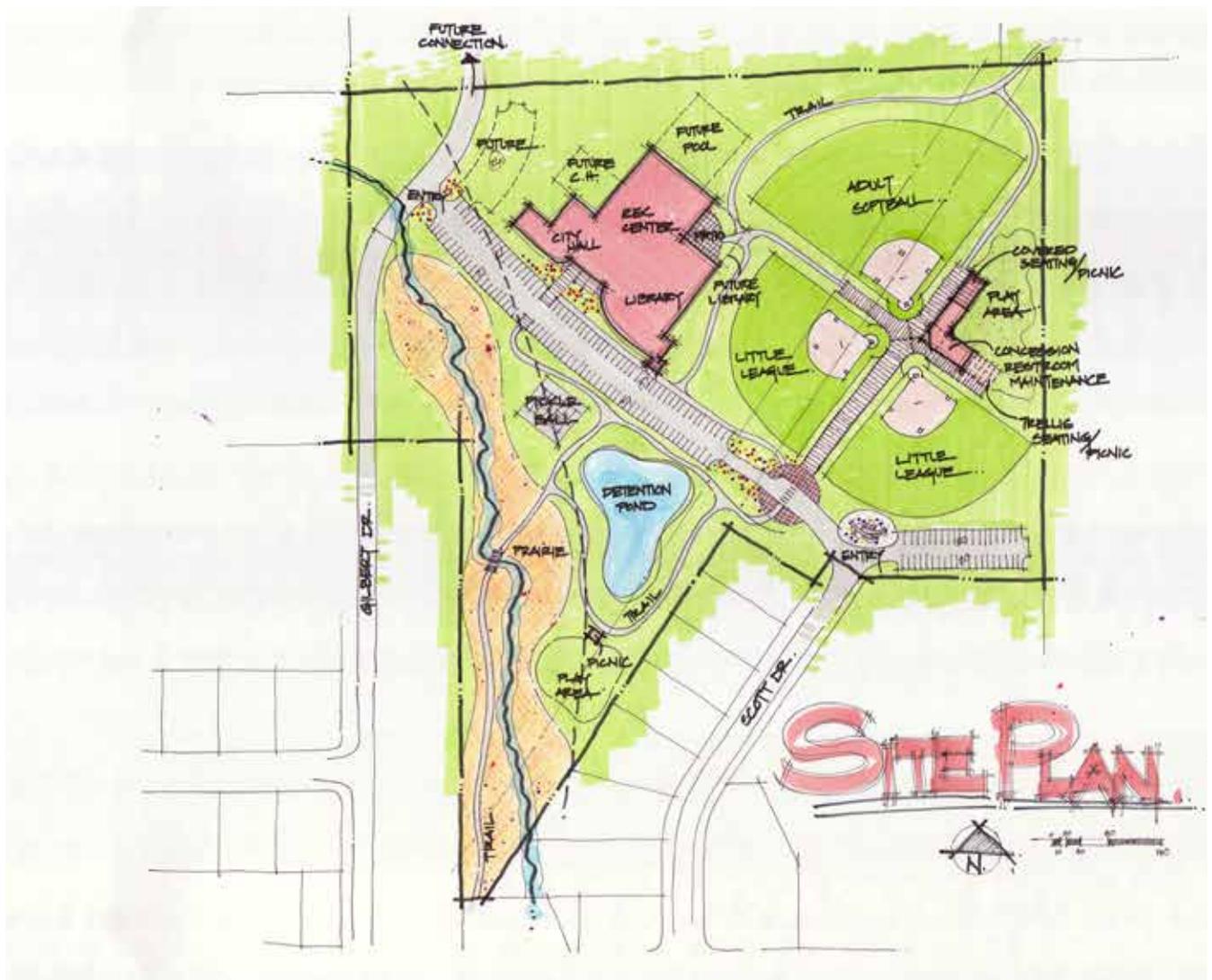
FEES

72

PROJECTED COST ESTIMATES

FEH Associates Inc. works with a variety of fee arrangements, including stipulated sum, hourly, percentage of construction cost and/or a combination of these. We try to match the appropriate fee to the project based on the relative merits and complexities. Fees are negotiated on an individual project basis.

For this project we are proposing a lump sum fee including our reimbursable expenses. To complete the scope of services in the rfp, and defined in our approach above, we propose a fee of \$11,800.





ALL PHOTOS TAKEN DURING CONSTRUCTION



HEMPSTEAD HIGH SCHOOL | DUBUQUE COMMUNITY SCHOOL DISTRICT

Est. Completion Date:
2016

Est. Cost of Construction:
\$32 Million

Size:
lower level: 14,413 sf
first floor: 157,742 sf
second floor: 52,979 sf

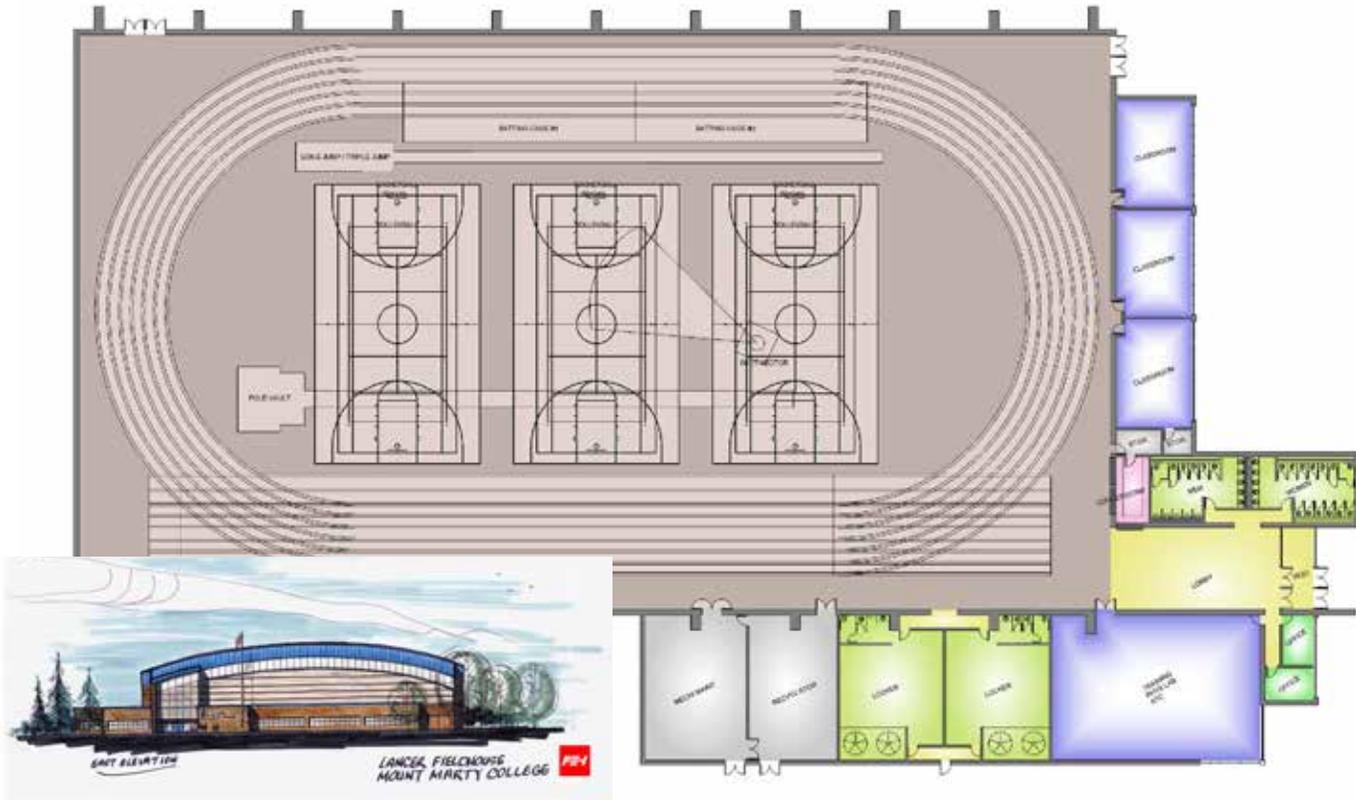
Project Location:
Dubuque, Iowa

The 2012-2015 addition and remodel of Hempstead High School includes several components. The remodel is substantial down to the building structure and will be accomplished in a sequenced manor while the school is occupied. The initial work will include a new parking area to offset some of the parking and playfields lost for expansion and contractor areas. The first sequence includes a new **825 seat auditorium, support spaces, music classrooms and support spaces, auxiliary gymnasium, athletic locker rooms, PE storage, concessions, school pride store, activities offices, co-enrollment nursing lab, and new activity and student entrances.** Following that the old auditorium and music spaces can be removed to make room for a two story addition at the east housing administrative offices, classrooms, weight room, nurse areas, counselor area and a new and obvious day time entry that provides safe & secure access control as well as a new refreshed and identity for the high school. The CTE area will be expanded and reconfigured to accommodate co-enrollment programming and additional storage. The existing east wing and north wing will be totally remodeled including: science labs, classrooms, business offices, **main competition gymnasium, locker rooms, wrestling room, IT and staff training spaces.** The additions and the remaining area of the building will receive a new vertical loop geothermal HVAC system. Sustainability strategies have been integrated into the project with life cycle costs and return on investment in mind.

FEH Associates also is providing services for the Information systems and furnishings design. The construction cost is estimated at \$25 Million with a total project cost estimate of \$32 Million. Due to the sequenced approach required the construction duration is May 2013 to January 2016.

PROJECT EXPERIENCE

College & Universities



LANCER FIELD HOUSE | MOUNT MARTY COLLEGE

Estimated Completion Date:
NA

Estimated Cost of Construction:
NA

Project Location:
Mount Marty College
Yankton, South Dakota

The need for a dedicated Field House for Lancer Athletics was part of Mount Marty College's Master Plan created by FEH in 1999. Preliminary plans and sketches were created to include three full-sized courts for basketball, tennis and volleyball; areas for track and field including: pole vault, long jump/triple jump, shot put and an indoor running track; two batting cages for baseball and softball; classrooms; offices; locker rooms; concessions and a physical training laboratory.

The floor plan and sketch above were part of a preliminary plan to determine if there was support for the project. The project is not an active project and is currently not funded.



THE BLACKHAWK CENTER

Date of Completion:
1997

Square-Footage:
52,000

Project Location:
Oregon, Illinois

The Blackhawk Center is a multi-purpose athletic facility designed for use by the Oregon Park District, as well as the Oregon Community Unit School District No. 220. Its location allows the School District direct access to the building, as well as providing convenience for the local community. The Field House houses a 160 meter running track, four basketball courts, four volleyball courts, two tennis courts, weight room, aerobics room, separate locker room facilities for both school and public use, and Park District offices. Owned by the park district, this facility was developed through a unique shared-use concept with the school district. The Blackhawk Center was designed to accommodate instructional physical education, as well as competitive sporting events for both the school and park district. Separate locker rooms, as well as separate public and school entrances provide a secure traffic flow into and out of the facility. The care exercised in planning the security of this facility enhances the learning environment for the students.

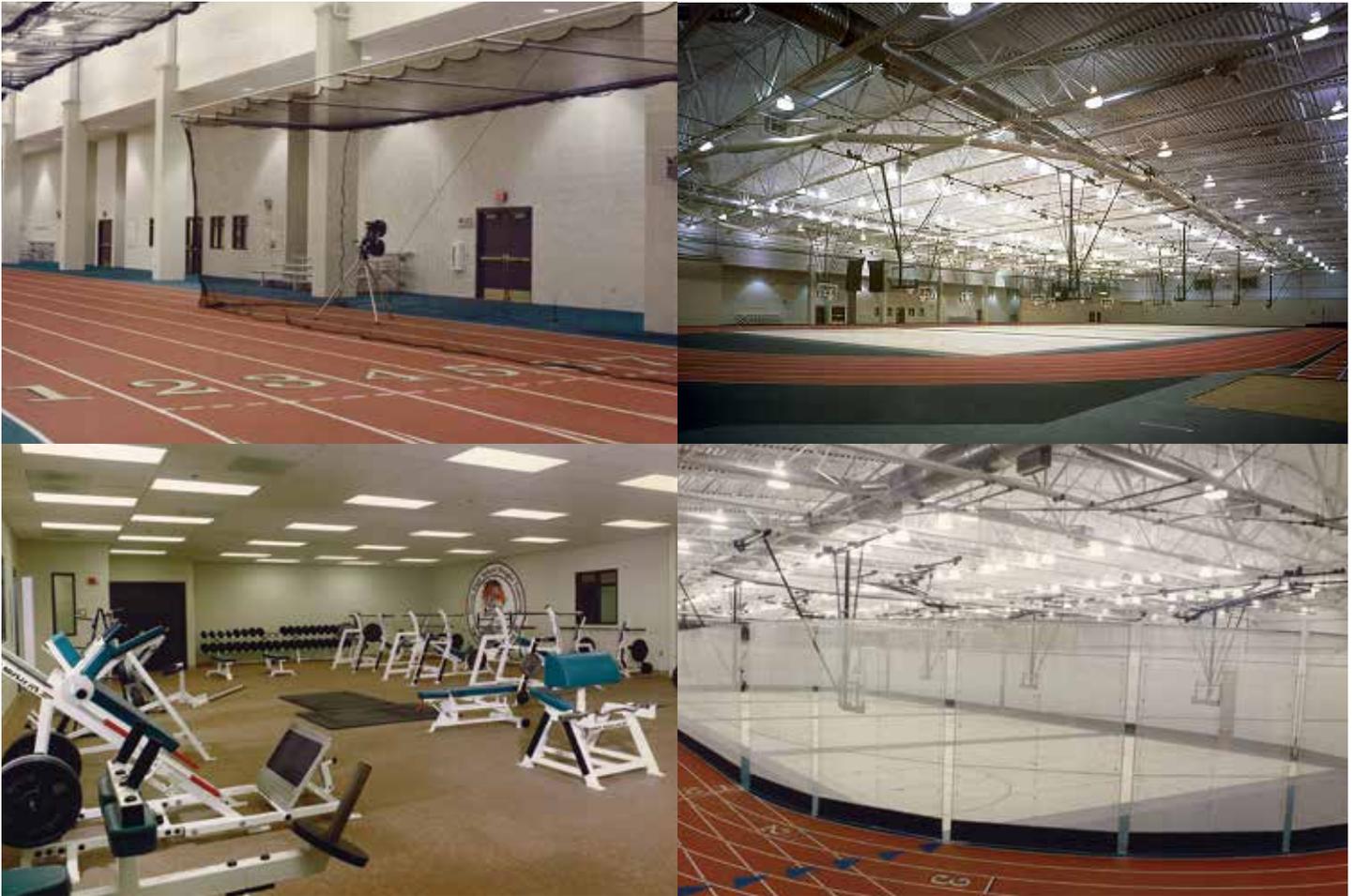
Interior space in the main gymnasium area is maximized by the floor striping pattern, which overlays the various sport boundaries and the running track. In addition, when not used for competitive play, the bleacher seating retracts all the way to the exterior wall.

The exterior of the Blackhawk Center was designed to blend with the existing Oregon High School, to which it connects, while still making an architectural statement to the public. This was accomplished by the use of matching brick and stone, and the design of a dramatic entrance and canopy on the public side of the facility. The public entrance vestibule is characterized by geometric patterns and shapes, while providing natural light through a custom, patterned window plan, which is also executed on the north side of the field house.

Work accomplished by key team members while with another firm.

PROJECT EXPERIENCE

Recreation



BYRON PHYSICAL EDUCATION CENTER

Completion Date:
1996

Cost of Construction:
\$6,309,920

Size:
78,000 sf new
14,000 sf renovation

Project Location:
Byron, Illinois

As part of a multi-phased master plan, architects completed numerous projects for the district. One of the most significant projects is the Physical Education Center.

The Physical Education Center is a major addition to the Byron Community Schools Campus. Its location allows the facility to connect the elementary school to the high school and provides physical education facilities for all grade levels, as well as exercise and recreational facilities for the Byron Park District. The main gymnasium includes a 200-meter running track that surrounds four basketball/volleyball courts; two tennis courts or eight badminton courts; suspended, electronically-controlled divider curtains; batting/golf cages; two long jump pits; a pole vault pit; high jump; and shot put areas. Other spaces include a free-weight room, mirrored exercise and aerobic rooms, high school physical education locker rooms, multi-purpose locker rooms, a concession area, physical education offices, equipment storage, and Park District offices.

Highly insulated wall and roof structures were used to minimize energy consumption, while the exterior brick finish is consistent with other buildings on the Byron Community Schools Campus.

Work accomplished by FEH Staff while with another firm.



HOWE STUDENT ACTIVITY CENTER | IOWA WESLEYAN COLLEGE

Completion Date:
October 2001

Cost of Construction:
\$4,300,000

Size:
49,175sf

Project Location:
Iowa Wesleyan College
Mount Pleasant, Iowa

The Howe Student Activity Center has become both the physical and spiritual center of the Iowa Wesleyan campus. This is "the place to be" on campus for socialization, relaxation and vigorous physical activity.

The building's architecture provides an aesthetic connection between the yellow brick and red brick areas of the campus with its sleek and modern exterior encompassing a traditional red brick core. The layout of the building also provides a link between the main entrance on central campus and parking on the campus perimeter through a spacious lobby.

The Howe Student Activity Center is attached to the existing Student Center building creating a hub of student activity. The addition includes a gymnasium, four student locker rooms, staff and officials locker rooms, athletic offices, training facilities, a wellness/exercise/aerobics center, an indoor running track, a campus conference center with a Smart Classroom, concession facilities and informal lounge spaces.

The project was realized utilizing a Design/Build project delivery system. This method of construction provided collaboration between the design team, owner team and construction team that required continual communication and cooperation. This process allowed all team members the opportunity to make wise decisions based on real information in real time and kept the project moving forward towards a successful completion.

"For years the idea of an activity center has been envisioned by many, but no one imagined or dreamed it would enhance the campus in such a spectacular manner."

Lori Williams Wright '64, Student Activity Committee
Iowa Wesleyan College

PROJECT EXPERIENCE

Municipal



TERRACEVIEW EVENTS CENTER

Completion Date: April 2012
Cost of Construction: \$2,900,000
Size: 11,574 sf
Project Location: Sioux Center, Iowa

After Sioux Center's Public Library was destroyed by fire, FEH Associates was hired to design the new library at a new site. This new location meant that the City's Community Center had to be razed to accommodate the Library.

The City retained FEH Associates to design the new Events Center which replaces the previous Community Center.

In May of 2010, the community voted to approve an increase of the local Hotel/Motel Tax and to use revenue from that tax to build the new Events Center. The Center was constructed at the south side of Sioux Center adjacent to the Holiday Inn Express and The Ridge Golf Course. The lobby and main hall have a beautiful view of the golf course with access to an outdoor garden/courtyard area. The main hall accommodates approximately 450 for banquet style seating and has the ability to be divided into smaller meeting rooms which can accommodate 150 guests or less. The plans call for a future connection to the Holiday Inn Express either by an enclosed structure or through an outdoor courtyard area.

As part of the Vision Iowa funding, the Terrace View Events center pursued and received LEED®-certification for this facility.

Awards and Recognition:

- *LEED® Silver Certification, U.S. Green Building Council (USGBC), 2013*

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COPPER CREEK PARK RESTROOM & CONCESSIONS BUILDING

Completion Date:
May 31, 2013

Cost of Construction:
\$542,000
(Building & Site)

Size:
860 sf (building)

Project Location:
Pleasant Hill, Iowa

Owner:
City of Pleasant Hill
Ben Champ
Community Development Director
515.309.9460

This project included construction staking and all materials, equipment and labor necessary to install storm sewer, water service, sanitary sewer service, electric service, removal and installation of HMA and PCC paving, paver plaza, restroom and special events facility, site restoration and miscellaneous associated work as outlined in the plans and specifications.

The City of Pleasant Hill provided some tree and site removals, some proposed site furnishings; as well as plant material, amended soil, and perforated subdrain for bio-retention improvements, all of which is to be coordinated by the Contractor..

PROJECT EXPERIENCE

College & Universities



KUYPER ATHLETIC FACILITY | CONCESSIONS HALL OF HONOR | LOBBY ENHANCEMENTS

Completion Date:
Currently in Fundraising

Project Location:
Central College
Pella, Iowa

FEH Associate provided architectural and interior design services for converting portions of the existing Kuyper Athletic Facility lobby/locker room area to a built-in concessions stand and "Hall of Honor" for athletic awards displays. The project goals for Central College are to better utilize the gymnasium lobby by re-locating functions to the lobby perimeter and creating a focal point for significant athletic awards and standout athletes.



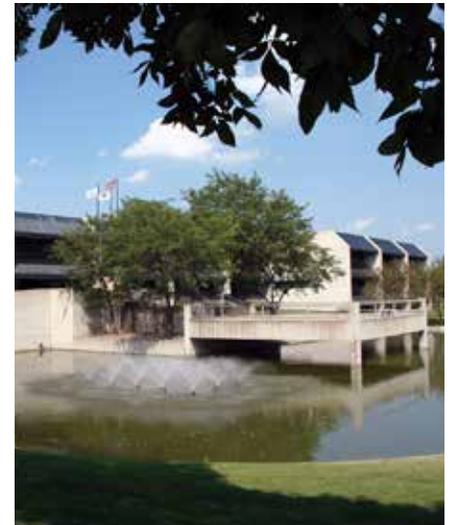
At FEH, we understand the importance of creating an environmentally-sensitive building and the impact that it can have on its occupants and those who visit. The building as a whole should not only operate efficiently, but benefit from the amenities that it creates.

The goal of sustainable design is to develop projects in a way that reduces the use of non-renewable resources, minimizes environmental impact and reduces energy demands of our buildings. This design practice emphasizes appropriate building siting, efficiency of heating and cooling systems, reused/recycled building materials, on-site power generation (solar/wind/geothermal) and construction waste management practices as strategies to develop more sustainability.

ENERGY EFFICIENT DESIGN

FEH continues to be a leader in energy efficient design. Examples include:

- Great West Casualty Company (South Sioux City, Nebraska): A 68,000 square foot office building (occupied in 1981) that utilized solar energy as a primary external heat source (back-up electric boiler has yet to come online), used an earth-heat transfer system consisting of 5000 lineal feet of plastic water main under 20 feet of building berm to pre-temper all ventilation air, used a fountain and pond as an evaporative cooler to handle the air conditioning load and task ambient lighting to reduce lighting energy by two-thirds. In 1992, we added a 35,000 square foot addition to the building with no need for additional heating or active solar equipment. Nearly three decades later, this building continues to exemplify energy consciousness and efficient life cycle cost.
- Iowa State Travelers Insurance (Des Moines, Iowa) built in 1976 was the largest privately funded project (corporate headquarters) in Iowa utilizing solar energy as the primary external heat source.
- Elk Point-Jefferson High School (Elk Point, South Dakota) utilizes geothermal energy (288 wells drilled 200 feet deep) as a source for both heating and cooling.
- Denison Municipal Utilities (Denison, Iowa) which uses a geothermal well field to heat and cool administration areas and off-peak electricity to heat water stored in an underfloor reservoir to heat storage and service areas.
- Sioux City Orpheum Theatre (Sioux City, Iowa) which used the circa 1927 theatre's original air distribution system with an installed well and geothermal source to efficiently heat and cool the renovated theatre.
- MidAmerican Energy Building (Sioux City, Iowa) which uses solar heat to temper the ventilation air, an ice making system to temper the parts of the building requiring cooling and the waste heat from the ice makers to temper the parts of the building calling for heat.
- FEH also designed the Iowa Energy Resource Center (Des Moines Area Community College in Ankeny, Iowa) which serves as a model for efficient energy design as well as the testing of energy efficient models for private and public facilities throughout the world.
- Construction has just begun on Spalding Park Elementary School (Sioux City, Iowa), a new 112,000 square foot facility using geothermal wells for both heating and cooling.



LEED CERTIFICATION DESIGN

The FEH Project Team offers LEED Accredited Professionals on staff. FEH is committed to developing designs that are energy efficient and promote sustainable design concepts on all projects, regardless of whether the projects are pursuing LEED Certification.

FEH has been involved in five USGBC LEED Building Projects. These are wide ranging project types and include a variety of techniques to score LEED points.

- Marshalltown Public Library (Marshalltown, Iowa) is the first LEED Gold Certified Public Library in the state of Iowa.
- FEH provided LEED Consulting Services on a retail development for the military base in Fort Campbell, Kentucky showing the Federal Government's emphasis on Leading by Example.
- FEH is providing LEED Consulting Services for Hubbell Realty Commercial Office Building (Des Moines, Iowa), a large Iowa real estate developer who is attempting to distinguish itself in the market by building "green."
- FEH has currently submitted for LEED Silver Certification for recently completed Distributive Training Operations Training Center (DTOC) for the Des Moines Air National Guard Base.
- FEH has designed to and registered for LEED Silver Certification for the Security Forces Facility currently under construction at the Des Moines Air National Guard Base.
- Terrace View Events Center in Sioux Center (Iowa) has been awarded LEED Silver Certification.

Sustainable design requires an integrated design approach where the "sum of the parts" is always considered in determining the preferred solution.





First Lady Michelle Obama joined Institute of Museum and Library Services Director Susan Hildreth to present the 2013 National Medal for Museum and Library Service to 10 outstanding libraries and museums in a White House Ceremony Wednesday. The National Medal is the nation's highest honor conferred on museums and libraries for service to the community and celebrates institutions that make a difference for individuals, families, and communities. This year's honorees exemplify the nation's great diversity of libraries and museums and include a science center, children's museum, music museum, art museum, cultural museum, public libraries, and county library systems, from seven states.

Marshalltown Public Library
First Lady Michelle Obama (right) presents the National Medal for Museum and Library Service to Marshalltown Public Library in a White House ceremony Wednesday. Accepting the award (l-r) are community member Veronica Guevara and Marshalltown Public Library Director Sarah Rosenblum. The National Medal is the nation's highest honor conferred on museums and libraries for service to the community and celebrates institutions that make a difference for individuals, families, and communities.

AWARDS, HONORS AND RECOGNITIONS

2013

- LEED® Silver Certification, US Green Building Council (USGBC) | Terrace View Events Center, Sioux Center, IA
- **National Medal for Museum and Library Services, Institute of Museum and Library Services | Marshalltown Public Library, Marshalltown, Iowa**
- Galesburg Public Library Design Competition, Galesburg, Illinois

2012

- LEED® Silver Certification, US Green Building Council (USGBC) | Security Forces Building 300 - Iowa Air National Guard, Des Moines, IA
- People's Choice Award, International Interior Design Association (IIDA), Great Plains Chapter | Haiku, Drake West Village, Des Moines, IA
- Featured in *LD+A* magazine, Illuminating Engineering Society of North America, *Walls Gone Wild*, January 2012 | Haiku, Drake West Village, Des Moines, IA
- Circle of Excellence Award, PSMJ Resources, Inc.
- Featured in *Elle* magazine, Top 100 Hair and Beauty Salons in the Country | Salon Spa W + Polished, Des Moines, IA

2011

- LEED® Silver Certification, US Green Building Council (USGBC) | Distributed Training Operations Center - Iowa Air National Guard, Des Moines, IA
- People's Choice Award, International Interior Design Association (IIDA), Great Plains Chapter | Salon Spa W + Polished, Des Moines, IA
- Silver Award for Hospitality/Retail/Spa/Wellness, International Interior Design Association (IIDA), Great Plains Chapter | Salon Spa W + Polished, Des Moines, IA
- **Cover Photo of Library Journal | Main Branch Library, Siouxland Libraries, Sioux Falls, SD**
- Circle of Excellence Award, PSMJ Resources, Inc.

2010

- Excellence in Concrete Awards, Public Works Structures Category, Iowa Ready Mixed Concrete Association | Grinnell (IA) Public Safety Building
- Star of Siouxland Award, Siouxland Chamber of Commerce Community Enhancement Committee | Drilling Pharmacy, Sioux City, IA
- Runner-Up, Smartest Buildings in America Challenge, Siemens Industries | Rasmussen Center for Community Advancement Professions at Grand View University, Des Moines, IA
- **U.S. IMPACT Public Library Study, 2010 (one of five nationally selected to participate) | Marshalltown (IA) Public Library**

2009

- LEED® Gold Certification, US Green Building Council (USGBC) | Marshalltown (IA) Public Library
- **Best Development Award for New Commercial/Civic, 1000 Friends of Iowa | Marshalltown (IA) Public Library**
- **"All-Star Community" Award, Iowa League of Cities | Marshalltown (IA) Public Library**
- **Silver Award for Sustainable Environments, International Interior Design Association (IIDA), Great Plains Chapter | Marshalltown (IA) Public Library**
- **Creative Use of Masonry, Masonry Institute of Iowa | Sioux Center (IA) Public Library**
- 10 Years of Support, Iowa College Foundation
- Outstanding Project 2009, Learning By Design | Leeds Elementary School, Sioux City, IA
- National School Board Association Exhibition of School Architecture, Exhibit Selection | Leeds Elementary School, Sioux City, IA
- National School Board Association Exhibition of School Architecture, Exhibit Selection | Rock Valley (IA) Community School
- Lakeside Lab Celebrates 100 Years Article, Siouxland Life Magazine, June 2009 | Iowa Lakeside Laboratory, Okoboji, IA
- Great West Celebrates Nearly 30 Years of 'Green' Article, Siouxland Life Magazine, May 2009 | Great West Casualty Headquarters, South Sioux City, NE



www.feassociates.com

May 23, 2014

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ENGINEERING

City of West Branch
110 N. Poplar Street - PO Box 218
West Branch, Iowa 52358

Re: West Branch Community Center Building Plan

To Whom it May Concern,

HBK Engineering, LLC (HBK) is pleased to provide this proposal for The West Branch Community Center Building Plan Project. HBK's Project Team is uniquely qualified to provide engineering and architecture services for this strategic plan, and are pleased that this project occurs in tandem with our current Comprehensive Parks Plan project. Our team has individuals experienced with conceptual layout, municipal projects, public meetings, and facility programming. We have a strong background specifically related to projects requiring public and stakeholder coordination in preparing plans, renderings, and costs.

We will embrace this project, providing years of experience designing and programming high profile and challenging municipal projects, with familiarity in public procedures and stakeholder interactions. More importantly, we are excited for the opportunity to build upon an already existing professional relationship and detailed knowledge of the Community Center and Pedersen Valley Park.

We appreciate the opportunity to present our proposal to you. HBK will provide you with a product that is inclusive and unique, while giving you a hands on approach. We look forward to being a part of this historic project for the City of West Branch.

Sincerely,



Brian A. Boelk, PE, CPESC, CMS4S

Office Director

HBK Engineering, LLC

O: 319-338-7557

C: 319-400-1056

bboelk@hbkengineering.com

West Branch Community Center Building Plan Project



STATEMENT of QUALIFICATIONS

Prepared for:
City of West Branch

- CIVIL
- MUNICIPAL
- STREETSCAPES
- PARKS PLANNING
- STRUCTURAL
- STORMWATER
- DEVELOPMENTS
- SITE PLANNING
- SUBSURFACE UTILITIES
- GIS/CAD
- PROJECT MANAGEMENT
- CONSTRUCTION INSPECTION
- SURVEY

EXPERIENCED



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STRUCTURAL

STORMWATER

DEVELOPMENTS

SITE PLANNING

SUBSURFACE UTILITIES

GIS/CAD

PROJECT MANAGEMENT

CONSTRUCTION INSPECTION

SURVEY

TABLE of CONTENTS

OUR PROJECT TEAM.....	2
PROJECT APPROACH.....	3
RELATED EXPERIENCE.....	7
STAFF	9
SCHEDULE AND FEES.....	15

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ABOUT OUR PROJECT TEAM

HBK Engineering’s Iowa City staff includes qualified, experienced, and licensed Professional Engineers assisted by highly competent Project Managers and Designers. We provide you with reliable, professional results in many facets of civil and environmental engineering services, site development, and surveying.

Brian Boelk will serve as the Project Manager and Principal Contact for this job and attend all public and private meetings.

HBK Engineering, LLC has teamed up with Architect Michael Thomas, AIA, LEED AP to form an experienced design team that can provide the City of West Branch with a very strong and well-conceived end product. We provide a diverse combination of services focused on large facility planning and programming, design renderings, site plan detail, and public interaction.

Michael has over twenty five years of experience in the design and construction industry. He has extensive experience leading planning and schematic design efforts on a vast array of building types. He is a skilled facilitator with a demonstrated ability to lead diverse groups of community members and stakeholders through collaborative planning processes.

He is well versed in the use of a variety of tools that can effectively lead to consensus and optimal solutions, such as : charrettes, open discussion forums, focus groups, and ranking exercises.

OFFICE INFORMATION

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(319) 358-2937 *office fax*

BRIAN BOELK, P.E.

Office Director
(319) 400-1056
bboelk@hbkengineering.com

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SITE PLANNING

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GIS/CAD

PROJECT MANAGEMENT

CONSTRUCTION INSPECTION

SURVEY

PROJECT APPROACH

REVIEW OF EXISTING DOCUMENTS

Our team acknowledges the site study developed in 2011 by Shive Hattery, and is very familiar with its information and findings. We feel this provides a helpful background and starting point for the future project, but understand that needs and parameters have changed in regards to the community center footprint and programming.

HBK was an active participant in the FEH Associates’ preliminary site plan developed last month. Brian Boelk provided assistance, gave input, helped develop, and present this plan to and with City Staff and the general public.

HBK developed and administered a public in put survey through various means of social media, as well as locations throughout the community. We feel the public survey was a great success in terms of the number of participants as well as quality of responses. Our team looks forward to building on the results and using similar processes to incorporate the public’s desires into the future community center.

MEETINGS

Based on the RFP dated May 7th, 2014, HBK understands the intentions are for the consultant to participate in the following four meeting scenarios:

Parks and Rec. Commissions & Steering Committee : Project Team will use this meeting to have open discussions with commission and committee members regarding programming needs for the future Community Center.

City Staff: This meeting will serve as a follow-up to the commission and committee meeting. Project Team will take the time to share with City staff the discussions, findings, and conclusions that came from the previous meeting. Those findings will then be discussed with staff to evaluate feasibility, needs, and financial possibilities.

Open House Charrette: HBK and Michael Thomas have significant experience in public interactions and leading public meetings such as the

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STORMWATER

DEVELOPMENTS

SITE PLANNING

SUBSURFACE UTILITIES

GIS/CAD

PROJECT MANAGEMENT

CONSTRUCTION INSPECTION

SURVEY

PROJECT APPROACH

MEETINGS (cont.)

design charrette process described in the RFP. This half-day open house will be used to create a direct interaction between stakeholders and public input while creating interactive drawings throughout the meeting with the end goal of coming up with multiple layout options for evaluation and determine eventual preferences.

Presentation: The Project Team will take the completed project and present to City Council using audio visual techniques and open discussion in order to best relay the public process, the design rendering phases, suggested and determined best options, and cost estimates related to such design.

Our team welcomes the opportunity to engage with City Staff, council, stakeholders, and the public. HBK has already developed relationships with all these groups and looks forward to building them further. We feel our existing knowledge and relationships with the steering committee and project stakeholders provide all of us a clear advantage in going forward. In addition, this background and past knowledge will assist with a quicker schedule that stays on task and a less expensive fee that takes advantage of efficiency.

PRE FUNDING AND SCHEMATIC DESIGN

Rendered Site Plan - HBK will develop a detailed rendering of the site directly around the proposed Community Center. This plan will be coordinated and fit with the overall Pedersen Valley site plan developed during the Comprehensive Strategic Master Plan. It is imperative that this site plan fit within the existing footprint provided and allowed avoiding the pipeline easement and existing floodplain limits.

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MUNICIPAL

STREETSCAPES

PARKS PLANNING

STRUCTURAL

STORMWATER

DEVELOPMENTS

SITE PLANNING

SUBSURFACE UTILITIES

GIS/CAD

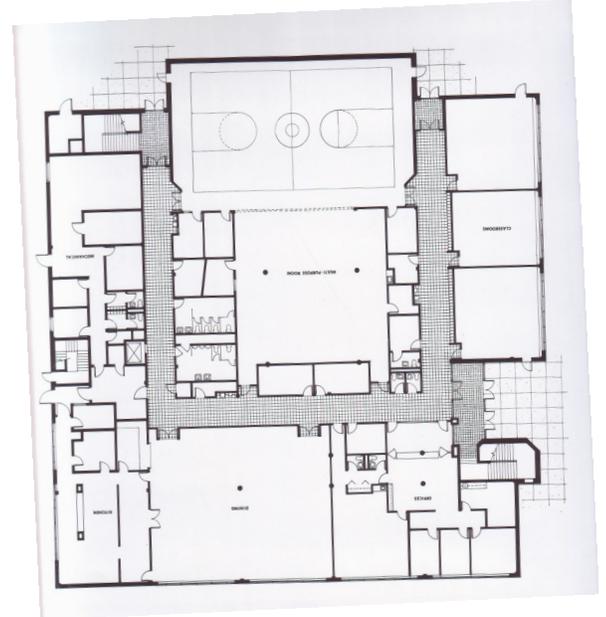
PROJECT MANAGEMENT

CONSTRUCTION INSPECTION

SURVEY

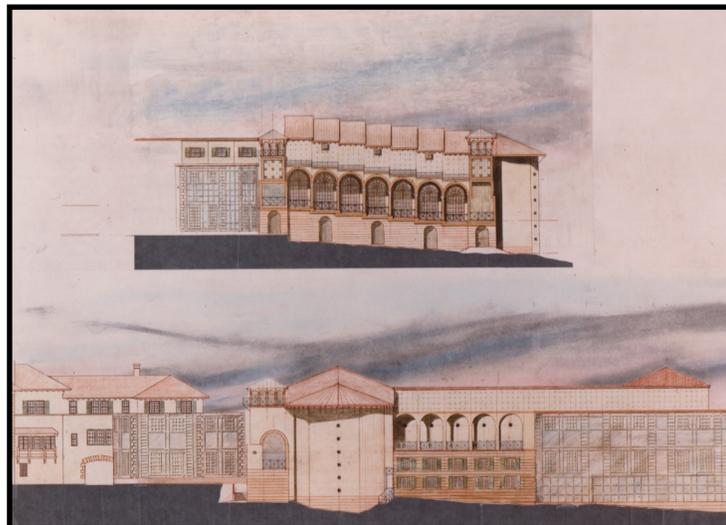
PROJECT APPROACH

Rendered Floor Plan - Layout detailed floor plan options based on stakeholder and general public input and charrette process. This floor plan will take into consideration the needs and requests described by City of West Branch staff including but not limited to proper number of gyms and gym space (three), banquet facility or shared use gym, proper length for second floor track (200M), cardio room, aerobic room, meeting/office spaces, and mechanical and storage space. This floor plan will



be based on a two-story building with optional finished basement usable space. The rendered floor plan shall allow future space for the West Branch Public Library as well as future indoor and/or outdoor pools. Future City Hall programming will be taken into consideration and detailed based on City staff request. Multi-use spaces will be considered and the use of dividers considered and included.

Rendered Elevations - Our Project Team will develop and display colored renderings showing the outside visual appearance of the Community Center in



order to provide adequate information to City staff, stakeholders, and general public for funding support. These renderings shall provide visual options in terms of materials, color, and aesthetic structural features.

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PROJECT APPROACH

Rendered Perspective - Our Project Team will develop and display colored renderings showing the outside visual appearance of the Community from different view perspectives. These renderings will provide adequate information to City staff, stakeholders, and general public for funding support. The perspective renderings are intended to help place the individual on the site and provide them with what the future view will be.

Cost Opinion - HBK will use their extensive experience in construction management to provide a detailed cost estimate and item breakdown based on the plans developed in the renderings previously described. Cost estimate items will be provided in a fashion so that it can be broken down and individualized based on programming needs and future voting outcomes in terms of future facilities.



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STREETSCAPES
PARKS PLANNING
STRUCTURAL
STORMWATER
DEVELOPMENTS
SITE PLANNING
SUBSURFACE UTILITIES
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PROJECT MANAGEMENT
CONSTRUCTION INSPECTION
SURVEY

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STREETSCAPES

PARKS PLANNING

STRUCTURAL

STORMWATER

DEVELOPMENTS

SITE PLANNING

SUBSURFACE UTILITIES

GIS/CAD

PROJECT MANAGEMENT

CONSTRUCTION INSPECTION

SURVEY

RELATED EXPERIENCE

PARKS PLANNING

Our team is currently involved around Comprehensive Parks Planning in Eastern Iowa and is experienced with parks projects in Iowa City as well as Parks and Recreation Department Staff. We intend to bring a



similar approach and skills to this project that have been shown to be successful on our current and past Parks' projects.

Projects currently in progress or previously completed include:

West Branch Parks Comprehensive Master Plan

City of Iowa City Comprehensive Park Master Plan for Willow Creek and Kiwanis Parks

City of Marion Gill Park Splash Pad

UNDERSTANDING OF MUNICIPAL PROJECTS

We have a strong municipal background and understand the unique challenges involved in projects with high visibility, heavy citizen involvement/interaction, and public safety. We understand that creating a sensible design and sharing it with the public through outreach and meetings is paramount. Our staff has been on Parks & Rec boards and been involved in this planning directly.

Some Municipal project currently in progress or previously completed include:

City of Iowa City Stormwater Program Facilitation

City of Iowa City First Avenue Grade Separation Project Coordination

City of Muscatine Downtown Revitalization

City of Coralville Youth Sports Complex

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RELATED EXPERIENCE

EXPERIENCE IN PROGRAMMING

HBK is excited to have Michael Thomas join us for this project. Michael brings over 25 years of architectural and programming experience to this project. His expertise includes a variety of facilities and programming needs including the following past projects:

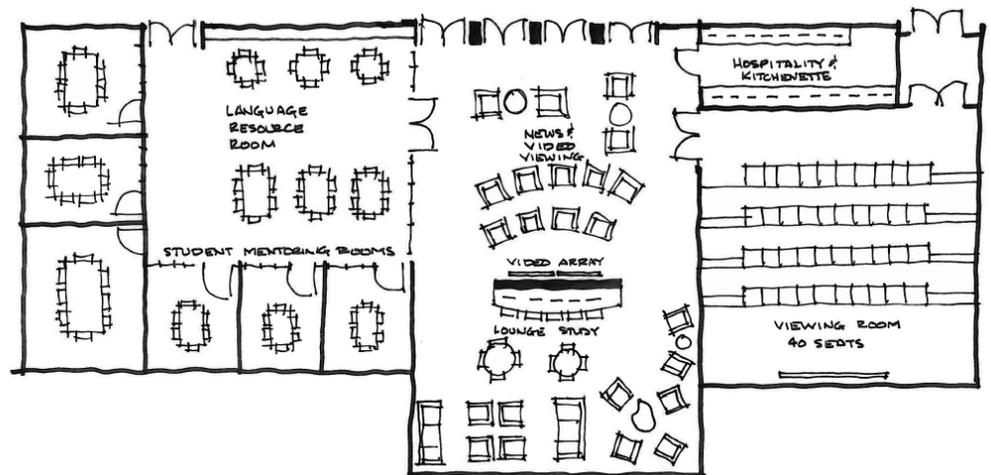
- Paramount Theatre Renovation, City of Cedar Rapids, IA*
- College of Public Health Building
- West Campus Residence Hall

CHARRETTE AND RENDERINGS

Our team combines artistic and technical approaches to develop and display plans and modeling that are visually appealing and space efficient. Both HBK and Michael Thomas have led and participated in many open house charrettes and enjoy creating visual options for the public and stakeholders to fully understand and embrace in order to support.

Projects currently in progress or previously completed include:

- Grinnell College, Master Plan for Liberal Arts and Humanities, Grinnell, IA*
- Mount Mercy University Center and Sisters of Mercy Plaza, Cedar Rapids,
- Iowa State University, Hach Hall Chemistry Building, Ames, IA
- Mercy Medical Center Master Plan, Cedar Rapids, IA



**indicates design work completed while associated with a different firm*

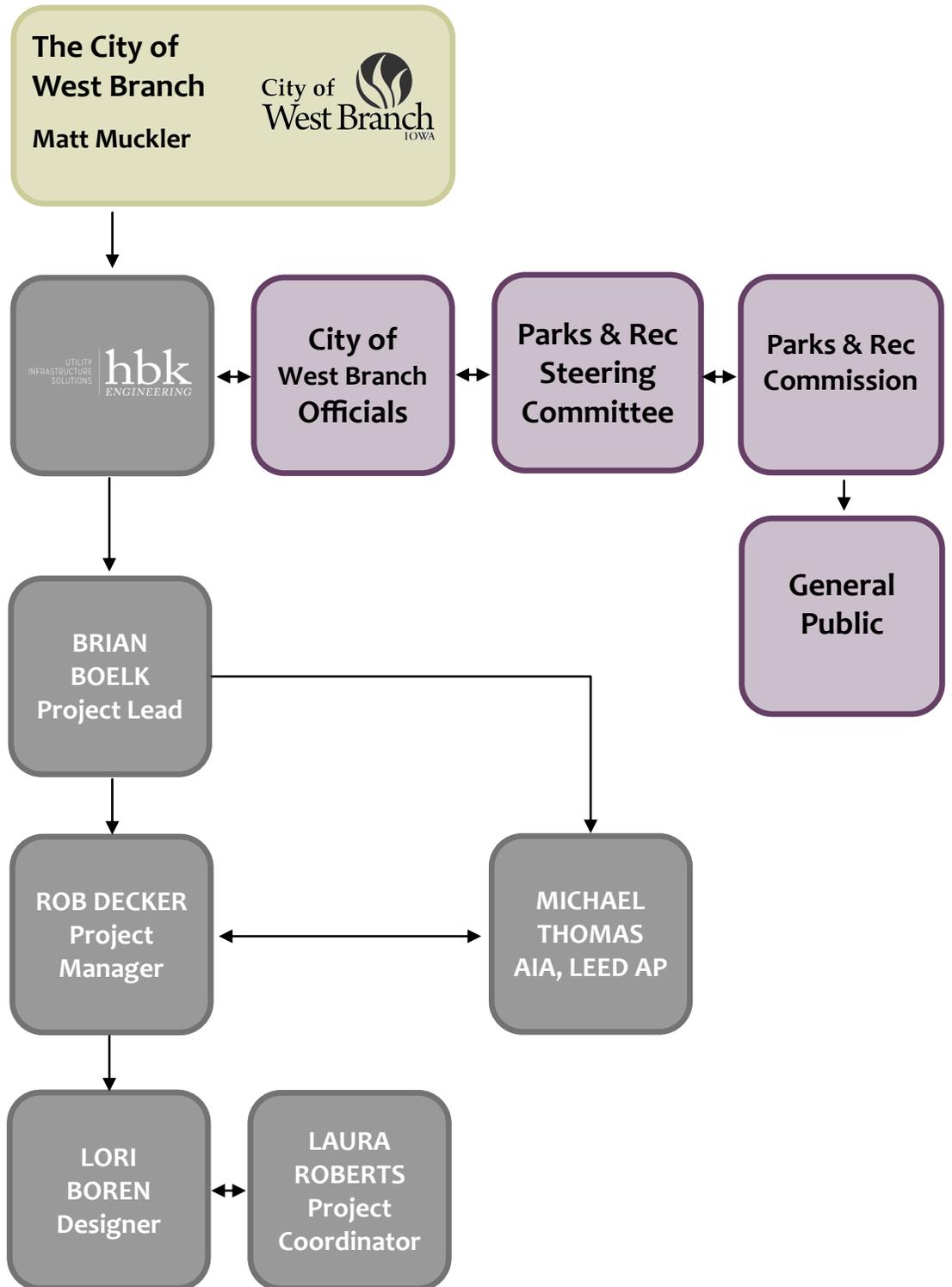
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MUNICIPAL
STREETSCAPES
PARKS PLANNING
STRUCTURAL
STORMWATER
DEVELOPMENTS
SITE PLANNING
SUBSURFACE UTILITIES
GIS/CAD
PROJECT MANAGEMENT
CONSTRUCTION INSPECTION
SURVEY

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CIVIL
MUNICIPAL
STREETSCAPES
PARKS PLANNING
STRUCTURAL
STORMWATER
DEVELOPMENTS
SITE PLANNING
SUBSURFACE UTILITIES
GIS/CAD
PROJECT MANAGEMENT
CONSTRUCTION INSPECTION
SURVEY

STAFF

Flowchart of Proposed Project Team





BRIAN BOELK, P.E.
CPESC, CMS₄S
Office Manager
Professional Engineer

AREAS OF EXPERTISE

- Site Plan Design
- Municipal Infrastructure
- Roadway Design
- Roundabout Design
- Water Main Design
- Sanitary and Storm Sewer Design
- Pavement Rehab
- Project Management Streetscapes
- IDOT Project Administration
- Stormwater Design
- Stormwater Utility
- Low-Impact Development
- Sustainable Practices
- Rainscaping
- Grant Application
- EPA Audits

KEY QUALIFICATIONS

Brian A. Boelk joined HBK Engineering, LLC in 2013 with more than 14 years of practice as a civil engineer. His experience in municipal and consulting engineering encompasses project management, design engineering, contract plan and specification preparation, and construction inspection oversight for public agencies and municipalities as well as for privately owned corporations. Areas of design experience include sanitary sewers, storm sewers, storm water management facilities, storm water runoff analysis, roadway improvements, roundabouts, water mains, residential/commercial/educational/industrial site development, EPA and IDOT audits, and agency permit application.

Mr. Boelk has a clear understanding of how civil engineering design integrates with other disciplines in a variety of project types. His experience includes emphasis on stormwater management practices, green infrastructure and low-impact development principles. He has designed rainscapes, LID projects, streambed improvements, and other modern best management practices. He consistently delivers products that meets client’s expectation of presentation quality and specification compliance and is known for providing quality work in a professional and timely manner. Mr. Boelk is an efficient problem solver with a strong ability to communicate with others and assemble resources needed to obtain success.

EXPERIENCE RECORD

West Branch Comprehensive Parks Plan
Client: City of West Branch

City of Iowa City Stormwater Program
Client: City of Iowa City, DNR, EPA, ISWEP

Gill Park Splash Pad
Client: City of Marion

First Avenue Grade Separation Project
Client: City of Iowa City

Dempster Drive Stormwater Improvements 2013
Client: City of Coralville

Waterworks Park
Team: City of Iowa City, IDOT

Statewide Permeable Pavement Study
Team: University of Iowa, IDALS, HBK Engineering

Burlington Street Dam Inspect & Repair
Client: The University of Iowa

Prairie Hill Neighborhood Site Development
Client: Iowa City Co-Housing Group

Downtown Revitalization Project
Client: City of Muscatine

EDUCATION

Bachelor of Science (1998)
Civil Engineering - The University of Iowa

- Professional Registration**
- State of Iowa Licensed Professional Engineer (16503)
 - Certified Municipal Separate Storm Sewer Specialist (0244)
 - Certified Professional in Erosion and Sediment Control (3258)

- Professional Societies**
- Board Member of ASCE
 - Member of APWA
 - Member of ISWEP
 - Committee Member of SUDAS
 - Committee Member of ISMM

- Continuing Education**
- ICS-100/300/700 FEMA NIMS
 - IOWATER Monitoring Certification
 - Rain Garden Design Certification
 - American Red Cross CPR/AED/First Aid

CONTACT INFORMATION

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(319) 338-7557 (ext.304) office
bboelk@hbkengineering.com



MICHAEL THOMAS
AIA, LEED AP

KEY QUALIFICATIONS

Michael D. Thomas has over twenty five years of experience in the design and construction industry. He has extensive experience leading planning and schematic design efforts on a vast array of building types. He is a skilled facilitator with a demonstrated ability to lead diverse groups of community members and stakeholders through collaborative planning processes.

Mr. Thomas has been associated with well-regarded architectural firms across the country. He has provided planning, design, and project management services for complex projects with complex decision making processes. He is well versed in the use of a variety of tools that can effectively lead to consensus and optimal solutions, such as: charrettes, open discussion forums, focus groups and ranking exercises.

EXPERIENCE RECORD

Paramount Theatre Renovation

Client: City of Cedar Rapids

Mount Mercy Graduate Center

Client: Mount Mercy University

Hach Hall Chemistry Building

Client: Iowa State University

Federal Courthouse Tenant Improvements *

Client: City of Cedar Rapids

University of Iowa Hospitals & Clinics

Client: University of Iowa

Mercy Medical Center Master Plan

Client: Mercy Medical Center

Master Plan for Liberal Arts & Humanities

Client: Grinnell College

University of Iowa Art Building West

Client: University of Iowa

Chicago Public Middle School

Client: Chicago Public Schools

**indicates design work completed while associated with a different firm.*

EDUCATION

Master of Business Administration

University of Illinois at Chicago

Bachelor of Architecture

Iowa State University

Certification & Affiliations

- Licensed Architect, Iowa
- National Council of Architectural Registration Boards
- LEED Accredited Professional
- American Institute of Architects
- Iowa Architect Magazine Editorial Board
- Project Management Institute
- Certified Document Technologist, CSI

AREAS OF EXPERTISE

- Program Development
- Project Coordination
- SWPPP Inspection
- Environmental Education
- Public Communication

CONTACT INFORMATION

(319) 359-9123 cell
michaelthomasarchitect@gmail.com



ROBERT DECKER
Asst. Office Manager
Project Manager

AREAS OF EXPERTISE

- Project Management
- Construction Management
- Construction Inspection
- Municipal Infrastructure
- Value Engineering
- Specification Generation
- Shop Drawing Review & Approval
- Geotechnical Engineering
- Construction Materials Testing
- IDOT Project Management
- IDOT Audits
- Low-Impact Development
- Sustainable Practices
- EPA Audits
- Rainscaping
- Engineering Geology
- AutoCAD LT

KEY QUALIFICATIONS

Robert A. Decker joined HBK Engineering, LLC in 2013 with more than 17 years of experience in project management and inspection of civil and private construction. He is responsible for planning, directing, coordinating activities concerned with the construction and maintenance of structures, facilities, and systems. He participates in the conceptual design and development of construction projects and oversees their organization, scheduling, budgeting, implementation, quality control/assurance, and closeout.

Mr. Decker has overseen project management and inspection teams in order to provide professionally managed standards and specifications, accurate field notes and records, public project implementation, inter-departmental coordination, electronic CAD-based as-built records, contractor coordination and successful deliverables within specified time and budget constraints. He is directly responsible for resolution of field related issues, key problem solving, scheduling and interaction with clients, stakeholders, consultants, and contractors. Mr. Decker is knowledgeable in all project phases including planning, preliminary engineering, layout/survey, design, drafting, estimating, construction, and closeout.

Mr. Decker serves as a safety supervisor for the Iowa City office.

EXPERIENCE RECORD

West Branch Comprehensive Parks Plan

Client: City of West Branch

Gill Park Splash Pad

Client: City of Marion

Dempster Drive Stormwater Improvements 2013

Client: City of Coralville

Statewide Permeable Pavement Study

Team: University of Iowa, IDALS, HBK Engineering

Prairie Hill Neighborhood Site Development

Client: Iowa City Co-Housing Group

Downtown Revitalization Project

Client: City of Muscatine

New Iowa City Water Plant

Team: City of Iowa City, Knutson Construction

North Market Square

Team: City of Iowa City

Waterworks Park

Team: City of Iowa City, IDOT

Court Hill Trail

Team: City of Iowa City, IDOT

EDUCATION

Bachelor of Arts (1995)

Geology - The University of Iowa

Pre-Req for Masters of Science (current)

Civil Engineering - Colorado State University

Professional Registration

- Iowa Certified Construction Site Pollution Prevention Inspector
- Iowa Department of Transportation Aggregate II, PCC II, HMA Sam (ED954)

Professional Societies

- Board Member of International Erosion Control Society
- American Institute of Professional Geologists
- Association of Environmental & Engineering Geologists

Continuing Education

- OSHA 30-Hour/10-Hour
- Excavation and Confined Space Training
- IDOT Work Zone and Traffic Control
- American Red Cross CPR/AED/First Aid

CONTACT INFORMATION

(319) 333-9322 cell/text
(319) 338-7557 (ext.302) office
rdecker@hbkengineering.com



LORI BOREN
GIS Specialist

KEY QUALIFICATIONS

Lori B. Boren joined HBK Engineering, LLC in 2013 with over 8 years of experience working with Geographical Information Systems (GIS) with an emphasis in database management. Mrs. Boren has designed several projects for municipalities that incorporated infrastructure location, data coordination and design. She has worked for small and large communities to create GIS models specific to the needs of that community.

Mrs. Boren is experienced at compiling geographic data from a variety of sources including census data, field observation, aerial photographs, and existing maps. She can analyze geographic relationships among varying types of data. She conducts research, defines user needs, reviews project requirements and determines the best way information can be utilized and displayed using GIS. Mrs. Boren is experienced at data collection in the field using GPS equipment and technology that is then integrated into a GIS model. She has managed parcel, sanitary sewer, storm sewer, water, sidewalk centerlines, street centerlines, boundary mapping and several other databases for multiple municipalities.

Mrs. Boren assists with drafting and updating plans on a multitude of projects. She is a well-organized technician and quick learner who possesses strong skills in communication to meet and achieve project goals.

EXPERIENCE RECORD

City of Iowa City Stormwater Program

Client: City of Iowa City

Dempster Drive Stormwater Improvements 2013

Client: City of Coralville

West Branch Comprehensive Parks Plan

Client: City of West Branch

Iowa City Sewer Lining

Client: City of Iowa City

First Avenue Grade Separation Project

Client: City of Iowa City

Water Infrastructure Maintenance GIS

Project Team: Missman, Inc., City of Dubuque

Sanitary Sewer Flood Coordination GIS

Project Team: Anderson Bogert Engineers and Surveyors, City of Cedar Rapids

ComED EIMA Base Map Development

Client: City of Chicago

GIS Infrastructure Mapping

Team: Anderson Bogert Engineers and Surveyors, City of Coggon

EDUCATION

Bachelor of Science (2004)

Community and Regional Planning - Iowa State University

Associates Degree (2002)

Liberal Arts, Scott Community College

Continuing Education

- Excavation and Confined Space Training
- American Red Cross CPR/AED/First Aid

AREAS OF EXPERTISE

CAD
Arc/GIS
Design
Grant Writing

CONTACT INFORMATION

(563) 320-0221 cell/text
(319) 338-7557 (ext.305) office
lboren@hbkengineering.com



LAURA ROBERTS
Project Coordinator
Field Technician

KEY QUALIFICATIONS

Laura K. Roberts joined HBK Engineering, LLC in 2013 with experience in design and social media marketing, program development, project coordination, volunteer management and environmental education including waterways, wetlands and prairies. She assisted in running the City of Iowa City's Stormwater Program by conducting water quality tests, recruiting, training and managing volunteers, and leading environmental education efforts to further grow the mission of the program.

Ms. Roberts is experienced in stormwater permitting and public communication. She can develop and distribute public survey information while attending to project matters by way of face-to-face meetings or use of various social medias. Ms. Roberts is experienced at data collection and has experience with utilizing this data in many formats including GIS, CAD, Microsoft software, and web-based programs. She has managed projects both in the private sector as well as with public entities. Laura is a well-organized project coordinator who provides support both in the field and in the office.

EXPERIENCE RECORD

City of West Branch Strategic Plan for Parks and Rec Capital Improvements

Client: City of West Branch

University of Iowa Housing SWPPP Inspection

Team: University of Iowa, Olson Brothers Sodding and Landscaping

City of Iowa City Stormwater Program Marketing

Client: City of Iowa City

Program Development

Client: AmeriCorps VISTA, Trees Forever

Water Quality Testing & Stormwater Program Assistance

Client: City of Iowa City

Project Leadership

Client: City of Iowa City, AmeriCorps VISTA, Trees Forever

Environmental Education

Team: City of Iowa City, DNR, IDALS

EDUCATION

Bachelor of Arts (2009)

Geography, University of Iowa

Professional Societies

- Iowa Certification Construction Site Pollution Prevention Inspector (ICCSPI)
- IOWATER Volunteer Water Monitoring Program

Continuing Education

- Excavation and Confined Space Training
- American Red Cross CPR/AED/First Aid

AREAS OF EXPERTISE

Program Development
Project Coordination
SWPPP Inspection
Environmental Education
Public Communication

CONTACT INFORMATION

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lroberts@hbkengineering.com

PROPOSED SCHEDULE
City of West Branch
Request for Proposals for West Branch Community Center Building Plan Project

ID	Task Name	Duration	Start	Finish	May	June	July	August	September	October	November
1	Finalize Contract	10 days	Mon 5/26/14	Fri 6/6/14	 Finalize Contract						
2	CONCEPT	17 days	Mon 6/9/14	Tue 7/1/14	 CONCEPT						
3	Review Existing Documentation	10 days	Mon 6/9/14	Fri 6/20/14	 Review Existing Documentation						
4	Kickoff Meeting with Parks/Rec and Steering Committee	0 days	Wed 6/18/14	Wed 6/18/14	 Kickoff Meeting with Parks/Rec and Steering Committee						
5	Review Meeting with City Staff	0 days	Tue 7/1/14	Tue 7/1/14	 Review Meeting with City Staff						
6	DESIGN	23 days	Wed 7/2/14	Fri 8/1/14	 DESIGN						
7	Initial Design	15 days	Wed 7/2/14	Tue 7/22/14	 Initial Design						
8	City Staff Review Period	5 days	Wed 7/23/14	Tue 7/29/14	 City Staff Review Period						
9	Review Meeting with City Staff	0 days	Wed 7/30/14	Wed 7/30/14	 Review Meeting with City Staff						
10	Open House Charrette	0 days	Thu 7/31/14	Thu 7/31/14	 Open House Charrette						
11	Follow Up Meeting with City Staff (if necessary)	0 days	Fri 8/1/14	Fri 8/1/14	 Follow Up Meeting with City Staff (if necessary)						
12	REVISE and PRESENT	30 days	Mon 8/4/14	Mon 9/15/14	 REVISE and PRESENT						
13	Incorporate Comments	10 days	Mon 8/4/14	Fri 8/15/14	 Incorporate Comments						
14	Schematic Design	10 days	Sun 8/17/14	Thu 8/28/14	 Schematic Design						
15	Informal Review with City Staff	0 days	Mon 9/1/14	Mon 9/1/14	 Informal Review with City Staff						
16	Presentation of Completed Project to City Council	0 days	Mon 9/15/14	Mon 9/15/14	 Presentation of Completed Project to City Council						

VI. FINANCIAL PROPOSAL

EXPERIENCED
◇
EFFICIENT
◇
HONEST
◇
COMMUNICATIVE

SCOPE of SERVICES	STAFF INVOLVED	HOURS ESTIMATED	COST ESTIMATED
Review Existing Documents	Brian Boelk Michael Thomas Laura Roberts	10	\$1020
Meetings, Progress Reports, Project Administration Cost Estimates	Brian Boelk Michael Thomas Laura Roberts Lori Boren Rob Decker	34	\$3560
Initial Design	Brian Boelk Michael Thomas	40	\$3800
Programming, Open House Charrette	Brian Boelk Michael Thomas Lori Boren Laura Roberts	16	\$1680
Schematic Design & Renderings	Brian Boelk Michael Thomas Lori Boren Laura Roberts	50	\$4920
TOTALS		150	\$14,980

CIVIL
MUNICIPAL
STREETSCAPES
PARKS PLANNING
STRUCTURAL
STORMWATER
DEVELOPMENTS
SITE PLANNING
SUBSURFACE UTILITIES
GIS/CAD
PROJECT MANAGEMENT
CONSTRUCTION INSPECTION
SURVEY

EXPERIENCED



EFFICIENT



HONEST



COMMUNICATIVE

CIVIL

MUNICIPAL

STREETSCAPES

PARKS PLANNING

STRUCTURAL

STORMWATER

DEVELOPMENTS

SITE PLANNING

SUBSURFACE UTILITIES

GIS/CAD

PROJECT MANAGEMENT

CONSTRUCTION INSPECTION

SURVEY

HOURLY RATE CHART

POSITION	HOURLY RATE
Senior Licensed Professional Engineer	110
Senior Project Manager	110
Licensed Professional Engineer	100
Project Manager	100
Architectural Design	100
Architectural Drafting	70
Licensed Engineering Intern (EIT)	75
Senior Project Designer	80
Licensed Professional Surveyor (LS)	90
Project Designer	70
Survey Crew Member	70
Senior Construction Inspector	90
Construction Inspector	70
Project Coordinator	60
Administrator	50



PROPOSAL TO PROVIDE
PROFESSIONAL DESIGN SERVICES

West Branch Community Center

West Branch, Iowa



SHIVEHATTERY
ARCHITECTURE+ENGINEERING

316 Second Street SE | Suite 500 | Cedar Rapids, Iowa 52401
319.364.0227 | shive-hattery.com

May 23, 2014

Matt Muckler, City Administrator
City of West Branch
110 N. Poplar Street
PO Box 218
West Branch, Iowa

Re: West Branch Community Center

Dear Matt,

There's a lot to look forward to in West Branch over the coming years. As the Pederson Valley Recreation Park takes shape it will be important to keep the momentum and excitement growing. Planning for the Community Center is the natural next step as it will be the center piece for recreation in your community.

This is an opportunity for the City of West Branch to provide a first class recreational facility for its current citizens. And at the same time, provide an amenity that will help attract new residents. Current recreational space is limited with-in the community, so some recreational dollars are leaving the community and some programs are not able to be offered. For these reasons it is important that your community center is designed –

- **With input from all stakeholders – Community leaders as well as citizens.** The community has been asked several times for their input over the last few years, therefore allowing the community opportunity to give input without overburdening them will be key.
- **Right the first time.** It is important to be good listeners and develop a clear understanding of the expectations of the community and then provide a Community Center that will meet them.
- **With the future in mind.** We realize that this is the first phase for the community center. A flexible design that is easily expanded is important to the overall success of this facility.

The Shive-Hattery team is looking forward to partnering with the City of West Branch, as well as the community it serves in providing an innovative and exciting Community Center!

Sincerely,
Shive-Hattery, Inc.



Paul Newman, AIA, NCARB, LEED AP
Architect



David Dobson, AIA
Project Architect

TABLE OF CONTENTS

APPROACH, SCHEDULE AND FEE

Project Approach
Anticipated Project Schedule
Proposed Fee
Pages 4-5

FIRM BACKGROUND

Team Member Resumes
Previous Experience
Pages 6-10

PROJECT APPROACH



PROJECT START-UP

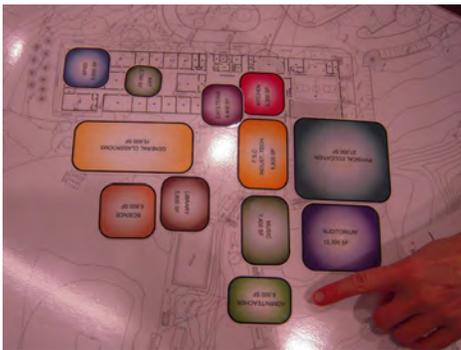
To start your project off our team will meet with you to discuss the overriding concerns expressed by the stakeholders thus far; review your project goals, objectives and expectations; define team roles and responsibilities and confirm the project schedule and milestones. We will verify communication protocols and prepare the Owner-Architect Contract.



FOCUSED ON WEST BRANCH

Prior to visiting with your team we will evaluate the Shive-Hattery Site Study, Pedersen Valley Park site plan and the Public Input Survey. We will walk the site to identify opportunities or potential challenges; adjacent property development; design and zoning requirements; infrastructure; natural features and visibility and image.

We will identify community demographics and associated needs and give consideration to other public buildings in the area. In order to deepen our understanding of the culture and architectural precedent in the community we will tour West Branch.



LISTENING TO WEST BRANCH COMMUNITY

Understanding your vision is essential to our team approach, we will actively engage your Commission, Committee and Community. We will discover your needs and vision through a collaborative process while making sure the program is developed with consideration to your budget.

SPACE NEEDS ANALYSIS

Using the space requirements identified by the Parks and Recreation Commission and Steering Committee as a foundation, we will explore any remaining space needs with the Community. We will discuss critical components required for various stakeholders and prioritize to identify needs versus wants.

ENERGY SAVINGS

It is key to look for energy saving solutions which make sense for your site. We understand that the community has to support the facility long after the ribbon cutting ceremony is over, thus selection of energy efficiency and durable materials is a priority. Consideration will be given to energy harvesting opportunities while still providing flexible, inviting spaces that serve the needs of West Branch .

CONSENSUS BUILDING

The charrette approach will create a user friendly and open process by which the community's voice can be heard. We will identify building and site opportunities and ideal vehicular and pedestrian circulation and discuss program requirements for community members.

ANTICIPATED PROJECT SCHEDULE

Task:	Date:
Initial Meeting with Park and Recreation Commission and Steering Committee- Programming	June 17, 2014
Meeting with city staff- Review Programming meeting summary	June 24, 2014
Open House Charrette	July 29, 2014
Presentation to City Council	September 15, 2014

* Dates are tentative. Final dates will be determined based on the availability of the Recreation Commission, Steering Committee and city staff.

PROPOSED FEE

Based on your project scope, Shive-Hattery proposes the following project fee:

Design Fee:	\$19,650
Reimbursables:	\$ 350
<hr/>	
Total Fee:	\$20,000

PAUL NEWMAN, AIA, LEED AP ARCHITECT



Paul is Shive-Hattery's Design Team leader with 26 years of architectural design experience. He has been involved with the design of many different project types including Institutional, Educational, Commercial and Industrial. Paul enjoys the unique challenges each project brings and developing client relationships in order to design a building that will fit the client's individual use and goals.

West Branch Community Center Site Options, West Branch, IA - Architect for conceptual planning and cost opinions for a new community center which was to include city offices and fitness facilities. Three potential site locations were evaluated.

Benton Community School District High School/Middle School Fitness Center, Van Horne, IA - Architect for the design of a new fitness center. The project consisted of a flexible workout/weight lifting area along with offices and support spaces.

PROFESSIONAL MEMBERSHIPS

American Institute of Architects
National Council of Architectural
Registration Boards

Clear Creek Amana Community School District North Bend Elementary School, Tiffin, IA - Architect for North Bend Elementary School, a new \$6.6 million facility with the capacity to serve 500 students in grades Pre-K through 4. This 52,000-square-foot building reflects the latest in educational thinking and sustainable design.

DAVID DOBSON, AIA, LEED AP, NCARB PROJECT ARCHITECT



David is committed to a client-focused teamwork approach and has been successful in delivering projects on time and under budget. He has provided project management, planning, programming, design, documentation and contract administrative services for projects which included renovation, additions, and new construction.

* **Valley Community Center, West Des Moines, IA** - Architect for the Valley Community Center which includes a café, glass-enclosed children's play area for toddlers to age 8, conference room for up to 45 people, catering kitchen, multi-use rooms, event hall and teen room.

* **The Plex Community Center, Ames, IA** - Architect for community center which includes a commercial catering kitchen, expandable competition gym, flexible classrooms, coffee shop, inviting entry with fireplace, multi-use rooms and office.

PROFESSIONAL MEMBERSHIPS

American Institute of Architects-Iowa
American Institute of Architects-National
U.S. Green Building Council

Columbus Community School District Administration Building and Sports Center, Columbus Junction, IA - Architect for Columbus Community School District's new Administrative Building and Sports Center that had a total project budget of \$6.2 million. The Administrative Building includes District Offices, District Board Room, and Muscatine Community College Outreach Center which includes two classrooms, laboratory and open space for community events. The Sports Center includes a practice wrestling room with two full size mats, parent viewing area, cardio space, coach and training rooms, locker rooms and showers, and gymnasium with bleachers for 150 fans.

* *Project completed while at previous employment.*

AARON DAVIS, RA ARCHITECT



PROFESSIONAL MEMBERSHIPS

American Institute of Architects

Aaron is an architect with experience providing architectural design services that encompass programming, design development, construction documents, and construction administration at a variety of project scales. Aaron brings creative problem solving and strong graphic representation skills to project teams. He works closely with clients to create unique design solutions that address their needs.

- * **Cedar Valley Sportsplex, Waterloo, IA** - Project Architect
- * **Winegard Engineering Building Concepts** - Designer
- * **Warren Cultural Center, Greenfield, IA** - Designer (Historic)
- * **UIHC Children's Hospital Connection, Iowa City, IA** - Project Architect

* *Project completed while at previous employment.*

AMY GUHL, NCIDQ, IIDA, LEED AP INTERIOR DESIGNER



PROFESSIONAL MEMBERSHIPS

West Branch Public Library, Board of Trustees

As the interior designer for the project, Amy will work with your team to develop the design concepts for all interior spaces that reflect your goals, objectives and economic constraints, with materials that take into account the use of environmentally friendly products. Working directly with the architect, mechanical, and electrical consultants has ensured that all details of the interior are coordinated. Amy excels at developing strong client relationships and creative, cutting edge designs that are stimulating, efficient, and timeless.

- * **Marshalltown Public Library, Marshalltown, IA** - Assistant Interior Designer
- * **Bondurant Public Library, Bondurant, IA** - Interior Designer
- * **Coralville Center for the Performing Arts, Coralville, IA** - Interior Designer

- * **The University of Iowa, Iowa City, IA** - Interior Designer
 - College of Public Health, Dean's Suite
 - West Campus Residence Hall
 - Bowen Science Building 2-200, 2-300 Cores Renovation
 - Bowen Science Building 2-400 Core Renovation
 - Mayflower Residence Hall Flood Mitigation

* *Project completed while at previous employment.*

SUNRISE CHILD CARE AND PARKSIDE ACTIVITY CENTER

WELLMAN, IA

SERVICES PROVIDED

- Architectural Design
- Civil Engineering
- Electrical Engineering
- Materials Testing
- Mechanical Engineering
- Planning
- Programming
- Structural Engineering

FINAL CONSTRUCTION COST

\$5,101,878

COMPLETION DATE

2011

CLIENT REFERENCE

City of Wellman, IA
 Mr. Ryan Miller
 PO Box 129
 Wellman, IA 52356
 (319) 646-2154



Shive-Hattery completed a feasibility study for a new 33,000-square-foot community/child care center. Shive-Hattery's role was to assist with a needs assessment, analyze alternative approaches, prepare conceptual designs, develop a project budget and provide graphic assistance with fundraising materials.

After the study, Shive-Hattery was selected to provide complete architectural and engineering services for the design and construction of the facility. It includes an upper level child care center designed to respond to the developmental needs for each age group in the 72-student building. Each classroom is designed to be age-appropriate for the mobility and emotional needs of the students. The lower level features a community center with a gymnasium, elevated jogging track, locker rooms/restrooms and a multipurpose/activity room. The multipurpose room can be divided into three activity rooms: fitness center, aerobic room and youth activity room.

The facility achieved LEED Silver Certification through the U.S. Green Building Council and Shive-Hattery provided LEED assessments, sustainability design and LEED management through design and construction. Sustainable design and operational principles were used throughout the facility. The building itself is a synergistic collection of many facilities that would otherwise be located in separate buildings and would not have the benefit of being co-located. Sustainable project highlights include daylighting, geothermal heating and cooling, 68 percent recycled materials for the building and 29 percent regional materials.

CEDAR VALLEY SPORTSPLEX WATERLOO, IA

SERVICES PROVIDED

Architectural Design

PROJECT COST

\$27,000,000

COMPLETION DATE

2014

This project was completed by Aaron Davis while at previous employment.

Photo Source: www.cvsportsplex.com



Amenities of the 150,000 square foot Cedar Valley Sportsplex include:

- Indoor Pool
- Two indoor soccer fields
- Two gymnasiums
- Weight/cardio room
- Fitness room
- Multi-purpose room
- Conference room
- Administrative offices
- Elevated track
- Kids indoor play area
- Kitchen area
- Locker rooms

VALLEY COMMUNITY CENTER WEST DES MOINES, IA

SERVICES PROVIDED

Architectural Design

COMPLETION DATE

2013

This project was completed by David Dobson while at previous employment.



Valley Community Center was established to create “a hub for partnerships doing good for the community...with the community.”

The center includes a café which can accommodate 150 people, glass-enclosed children’s play area for toddlers to age 8 and a conference room for up to 45 people. The catering kitchen is positioned between the café/multi-use rooms and event hall. The event hall is a 15,000 square foot gymnasium which can be either a carpeted venue for large groups of up to 1,200 or a maple-floored gym space with two regulation sized basketball courts or four practice courts. The teen room provides a casual space for up to 15 people with large couches and several flat screen TV’s which can be used for DVD viewing or laptop presentations.



Music on the Green

Concert Series



• FREE LIVE MUSIC •

Thursdays In June @ 7 pm
Village Green

June 5 – Kevin “BF” Burt (Bluesman)

June 12 – Joe & Vicki Price (Blues Duo)

June 19 – Las Guitarras (Mariachi Band)

June 26 – Danika Holmes (Country)

Sponsored by:



City of
West Branch

Shop Downtown WB!
Open late Thursdays!



West Branch App
coming soon!

Look for more details
this summer!

Iowa League of Cities 2014 Annual Conference

Please plan to join us for the 2014 Annual Conference & Exhibit, **September 24-26 at Council Bluffs' Mid-America Center!** Registration & hotel blocks open in June.

This conference is the largest training in the state designed specifically for Iowa's elected and appointed city officials. The conference also includes ample opportunity to network with peers and learn from one another. Review "The City Playbook" and learn from experts and peers at this event planned just for you - Iowa's elected and appointed city officials!



**City of West Branch
CIP Part 1: City Park Phase 1**

Project Name	Description	Cost Estimate	Dept. Head Rankings	Funding Sources	Overall Council Rankings
<i>PEDERSEN VALLEY</i>					
	PCC Paving, 8"	\$155,700.00			
	PCC Trail Paving, 6"	\$197,750.00			
	PCC Parking Lot, 7"	\$224,000.00			
	Water Main (Service)	\$58,020.00			
	Sanitary Sewer (Service)	\$84,915.00			
	Storm Sewer (pipes and intakes)	\$40,000.00			
	Concession Stand w/ Restrooms	\$90,000.00			
	Native Prairie Seeding	\$5,400.00			
	Seed Open Areas	\$9,000.00			
	Creek Restoration	\$45,500.00			
	Playground w/ Equipment	\$35,000.00			
	Grading w/ Import Material	\$925,000.00			
	Stormwater Detention Basin	\$75,000.00			
	Adult Baseball Field	\$375,000.00			
	Little League Baseball Fields	\$550,000.00			
	Bleachers	\$27,000.00			
	10% CONTINGENCY	\$289,728.50			
	<i>PEDERSEN VALLEY TOTALS</i>	<i>\$3,187,013.50</i>			
<i>LIONS FIELD</i>					
	Restroom Facility	\$65,000.00			
	PCC Access Walk	\$2,905.00			
	10% CONTINGENCY	\$6,790.50			
	<i>LIONS FIELD TOTALS</i>	<i>\$74,695.50</i>			
<i>WAPSI VALLEY</i>					
	Restroom/Shelter Facility	\$80,000.00			
	Playground Equipment	\$20,000.00			
	Trailhead parking lot	\$35,000.00			
	10% CONTINGENCY	\$13,500.00			
	<i>WAPSI VALLEY TOTALS</i>	<i>\$148,500.00</i>			

**City of West Branch
CIP Part 1: City Park Phase 1**

Project Name	Description	Cost Estimate	Dept. Head Rankings	Funding Sources	Overall Council Rankings
BERANEK PARK					
	2 Sand Volleyball Courts	\$20,000.00			
	Lighting for Courts	\$15,000.00			
	Sand Volleyball Equipment	\$2,000.00			
	10% CONTINGENCY	\$3,700.00			
	BERANEK PARK TOTALS	\$40,700.00			
	GRAND TOTAL	\$3,450,909.00			

**City of West Branch
CIP Part 2: TIF**

Project Name	Description	Cost Estimate	Dept. Head Rankings	Funding Sources	Overall Council Rankings
Pending Projects - FY 15 or FY16					
Casey's Marketing Company TIF Rebate Agreement		\$425,000			
Parkside Drive Road Improvements Project		\$200,000			
Procter & Gamble Hair Care, LLC, Phases 2 and 3 (abatment only)					
Future Projects					
Water Tower #2		\$481,373			
South Downey Road Improvements Project		\$1,500,000			
Tidewater Drive Road Improvements Project		\$200,000			
Pedersen Valley Park and Recreation & Library Complex		\$2,300,000			
Fawcett Drive Road Improvements Project		\$1,000,000			
Slach's Commercial Subdivision		\$1,000,000			
Tidewater Rebate Agreement		\$100,000			
Acciona legal fees and administrative costs		\$100,000			
Johnson-Cedar Road		\$1,000,000			

**City of West Branch
CIP Part 3: Other**

Project Name	Description	Cost Estimate	Dept. Head Rankings	Funding Sources	Overall Council Rankings
Beraneck Street		\$409,327		GF, WA, SE, SW	
Town Hall Renovation		\$400,000		GF	
College Street Bridge					
Slach Commercial Subdivision Project					
County Line Road					
Main & Oliphant Intersection Improvements					
Main & Foster Intersection Improvements					
Trail 1.1, 1.2 and 3.2.					
Water Main Loop – Pheasant Run to West Branch Village					
South Maple Street					
Main Street Crossings at Pedersen Street and Scott Drive					
Police/Fire Radios					
Cemetery Software	GIS cemetery mapping, database & acctg.	\$25,000			
Electronic Records	Records imaging and management				
Water Main, curb and gutter, asphalt and stormwater on Orange, College Streets					
Upgrade to at least 6" water mains					
Water Main from 4 th Street to Pheasant Run to 6"					
SAGR system at lagoons					
Maintenance on all wells					
West Main Street Overlay					
East Main Street Overlay					
Downtown Overlay with water, sewer and stormwater					
Public Works Salt Shed					
1 st Street, Main to Green					
Main Street Bridge Repair/Replacement					

**City of West Branch
CIP Part 3: Other**

Project Name	Description	Cost Estimate	Dept. Head Rankings	Funding Sources	Overall Council Rankings
Trail Loop to Oliphant Street Sidewalk to Dog Park					
More City entrance signs – Dog park, BP					
N. 4 th Sidewalk					
Connect Greenview to the City					
Paving 4 th Street					
Sidewalks on 1 st Street (connecting to Main Street)					
Sidewalks on W. Orange					
Stormwater BMP's					
Street Light Study/Improvements					
Heritage Square Improvements					
Downtown Streetscape					
Enlow Parking Lot Improvements					
Main & Downey Sidewalk Reconstruction					
Future Park Projects					
MEADOWS					
PCC Trail, 6"		\$10,500.00			
Restroom Facility		\$65,000.00			
10% CONTINGENCY		\$7,550.00			
MEADOWS TOTALS		\$83,050.00			
DOG PARK					
Water line		\$200,000.00			
Restroom Facility		\$65,000.00			
10% CONTINGENCY		\$6,500.00			
DOG PARK TOTALS		\$271,500.00			