

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

CITY COUNCIL MEETING AGENDA
Tuesday, February 17, 2015 • 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 February 2, 2015 City Council Meeting.
 - b. Approve minutes from the February 2, 2015 City Council Work Session.
 - c. Approve transfer of \$2,799.85 from general fund to fund 302 for Parkside Drive improvement capital project.
 - d. Approve claims.
6. Communications/Open Forum
7. Public Hearing/Non-Consent Agenda
 - a. Mayor Mark Worrell – Recognition of Cargill Animal Nutrition.
 - b. Wayne Deerberg, Chairperson, Cedar County Board of Supervisors and Dawn Smith, Cedar County Supervisor – Update from Cedar County
 - c. Gregory M. Nalley, Associate Director of the U.S. Geological Survey (USGS) Iowa Water Science Center, Daniel Christiansen, Supervisor of the Hydraulic Analysis & Modeling Unit of the USGS Iowa Water Science Center, and Superintendent Pete Swisher, Herbert Hoover National Historic Site – Partnership Opportunities between the USGS and the City of West Branch.
 - d. Second Reading of Ordinance 725, amending Chapter 165 “Zoning Regulations.”/Move to action.
 - e. Second Reading of Ordinance 726, amending Chapter 170 “Subdivision Regulations.”/Move to action.
 - f. Resolution 1269, to fix a date of meeting for a public hearing on amending the current budget for the fiscal years ending June 30, 2015./Move to action.
 - g. Resolution 1270, adopting final proposed fiscal year 2015-2016 budget and order notice of hearing for March 2, 2015./Move to action.
 - h. Resolution 1271, approving outreach program confirmation and conditions of agreement with Niabi Zoo in the amount of \$550./Move to action.
 - i. Resolution 1272, approving engagement contract with Mariachi Azteca in the amount of \$1,200./Move to action.

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 MEETING AGENDA
Tuesday, February 17, 2015 • 7:00 p.m. (continued)
City Council Chambers, 110 North Poplar Street
Action may be taken on any agenda item.

- j. Resolution 1273, approving a commercial services agreement with TruGreen Commercial in the amount of \$2,432./Move to action.
 - k. Resolution 1274, approving an agreement for collection services with Financial Adjustment Bureau, Inc./Move to action.
 - l. Resolution 1275, approving a professional services agreement with HBK Engineering, LLC for park design./Move to action.
8. City Staff Reports
- a. Deputy City Clerk Dawn Brandt - Ordinance Codification Service Options with Iowa Codification, Inc.
 - b. City Attorney Kevin Olson – Iowa Card Consortium – U.S. Bank
 - c. City Engineer Dave Schechinger – Update on Casey’s Project and Site Plan
9. Comments from Mayor and Council Members
10. Adjournment

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

**West Branch, Iowa
Council Chambers**

City Council Meeting

**February 2, 2015
7:00 p.m.**

Mayor Worrell opened the West Branch City Council meeting at 7:00 p.m. by welcoming the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Leslie Brick, Police Chief Mike Horihan, Library Director Nick Shimmin, Park & Recreation Director Melissa Russell, City Attorney Kevin Olson, and Fire Chief Kevin Stoolman. Council members: Jordan Ellyson, Colton Miller, Mary Beth Stevenson, Brian Pierce and Tim Shields. Absent: Deputy City Clerk Dawn Brandt

APPROVE AGENDA/CONSENT AGENDA

- a) Approve minutes from the January 14, 2015 Special City Council Meeting.
- b) Approve minutes from the January 14, 2015 City Council Work Session.
- c) Approve minutes from the January 20, 2015 City Council Meeting.
- d) Approve minutes from the January 20, 2015 City Council Work Session.
- e) Approve claims.

Motion by Pierce, second by Stevenson to approve agenda/consent agenda. AYES: Pierce, Stevenson, Ellyson, Miller, Shields. Motion carried.

Date 2-2-15	City Of West Branch Claims Report	
Blue Cross Blue Shield	Health/Dental Insurance	10,553.01
Brandt, Dawn	Admin – Reimb training & mileage	150.19
Dearborn National Insurance	Life Insurance	60.10
Deluxe Corporation	Admin – bank deposit slips	52.49
EFTPS	Federal Withholdings	6,999.67
F&B Communications	Admin – website hosting	29.95
Iowa Department Of Revenue	Payroll Expense - January	1380.50
Iowa Municipal Finance Off.	Admin – IMFOA Dialogue training	60.00
IPERS	IPERS	12,717.09
Muckler, Matt	Admin – Reimb training expenses	26.25
Payroll Expense	Payroll Expense 1-30-15	28,220.01
Treasurer State Of Iowa	State Withholding Tax	3,677.00
United States Treasury	Payroll Expense – January	1,884.16
Wageworks	Flex - HCFA2014 payment	68.00
	Grand Total	65,878.42

Fund Totals	
001 General Fund	26,783.87
031 Library	6,321.07
112 Trust And Agency	12,988.02
600 Water Fund	10,307.82
610 Sewer Fund	9,409.64
950 BC/BS Flexible Benefit	68.00
Grand Total	65,878.42

COMMUNICATIONS/OPEN FORUM

No Comments.

PUBLIC HEARING/NON-CONSENT AGENDA

Resolution 1268, supporting a R.I.S.E local development application for constructing the Fawcett Drive Road Improvements Project, a roadway expansion project in the West Branch industrial park area, authorizing local matching funds for the project, and providing for the public use and maintenance of the proposed street./Move to action.

Kevin Bailey of McClure Engineering provided background information on the Revitalizing Iowa Sound Economy (R.I.S.E) grant and that it can provide 50 percent of matching funds for business opportunities and 80% for immediate opportunities. Submission deadlines are February 1st and September 1st. Given issues the City has had with truck parking near Procter & Gamble and potential future urban development, Kevin advised that he had submitted the application for the February 1st deadline at no charge to the City. Councilperson

Miller responded that he felt that the approval process 'got skipped' and that Council was not given ample time to review the Resolution to determine if City funds would be available should the City get the grant. Stevenson questioned the application deadline and requested more time to review for possible future consideration.

Council took no action. Resolution 1268 died for lack of Motion per City Council Rule #33. Motion by Stevenson to rescind the grant application, second by Miller. AYES: Stevenson, Miller, Ellyson, Pierce, Shields. Motion carried.

Resolution 1267, rescinding Resolution 1223, directing the Mayor to send a letter to the Hoover Presidential Foundation./Move to action.

Mayor Worrell confirmed that Karen Suchomel would continue to serve on the Historic Preservation Commission and that there would be no changes to the Hoover's Hometown Days planning. This Resolution rescinds the liaison system put in place by Resolution 1223.

Motion by Miller, second by Pierce to approve Resolution 1267. AYES: Miller, Pierce, Ellyson, Shields, Stevenson. Motion carried.

Public Hearing on adoption of the City of West Branch Capital Improvements Plan, Fiscal Years 2016 through 2021.

Mayor Worrell opened the Public Hearing at 7:37 p.m. Pat Callahan of Callahan Municipal Consultants opened the discussion on the purpose of creating a CIP and emphasized the importance of having one. Mayor Worrell thanked Pat for all of his guidance in helping with the creation of the plan and noted that in all the years of his City involvement, many times creating one was discussed but it never made it to fruition. There were no comments from the public. Public Hearing was closed at 7:59 p.m.

Resolution 1264, adopting the City of West Branch Capital Improvements Plan, Fiscal Years 2016 through 2021./Move to action.

Motion by Ellyson, second by Stevenson to approve Resolution 1264. AYES: Ellyson, Stevenson, Miller, Pierce, Shields. Motion carried.

Resolution 1265, amending the City of West Branch Snow and Ice Control Policy./Move to action.

Motion by Pierce, second by Ellyson to approve Resolution 1265. AYES: Pierce, Ellyson, Miller, Shields, Stevenson. Motion carried.

Resolution 1266, approving an agreement with Alliant Energy to install four street lights in West Branch and add the lights to the existing street light contract./Move to action.

Councilperson Pierce had a question from a resident on the cost for installing LED streetlights. Muckler responded with information from Alliant Energy that the overall monthly cost for these four lights is estimated at approximately \$31.42 per month.

Motion by Pierce, second by Shields to approve Resolution 1266. AYES: Pierce, Shields, Ellyson, Miller, Stevenson. Motion carried.

Public Hearing on proposed amendment to sections 165.22(7) and 170.15(5)D of the West Branch Zoning Ordinance.

Mayor Worrell opened the Public Hearing at 8:05 p.m. Board of Adjustment Chairperson Craig Walker addressed the Council with a proposal for amending Chapter 165 to allow the BOA to attach conditions & safe guards to Zoning Special Exceptions. This language is already in place for Zoning Variances so this would make the language consistent for both zoning requests. Walker also noted that the Iowa Code already has this language so this would allow the City Code to mirror the Iowa Code. Muckler addressed the Council for the proposed language change in Chapter 170 regarding sidewalk width for new subdivisions changing it from 4 to 5 feet in width. There were no comments from the public. Public Hearing was closed at 8:10 p.m.

First Reading of Ordinance 725, amending Chapter 165 "Zoning Regulations."/Move to action.

Motion by Shields, second by Ellyson to approve First reading of Ordinance 725. AYES: Shields, Ellyson, Miller, Pierce, Stevenson. Motion carried.

First Reading of Ordinance 726, amending Chapter 170 “Subdivision Regulations.”/Move to action.

Motion by Ellyson, second by Pierce to approve First reading of Ordinance 726. AYES: Ellyson, Pierce, Miller, Shields, Stevenson. Motion carried.

CITY STAFF REPORTS

Library Director Nick Shimmin – West Branch Public Library Update

Shimmin provided the upcoming winter library schedule which includes the Winter Adult Reading Program that runs for the month of February. February 13th the library will host an after- hours sewing class, provided by Shields Sewing. February 28th will be a family movie night with the movie TBD. Popcorn and drinks will be provided.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Mayor Mark Worrell – Board & Commission Training – February 24, 2015 at the Brick Arch

Mayor Worrell reminded all Council Members to attend the upcoming Board & Commission training to be held at the Brick Arch Winery on February 24th. Training will be provided by Jeff Schott, University of Iowa Institute of Public Affairs. Worrell also informed the Council that he would be attending the next Cedar County E911 board meeting to discuss the P25 Compliance issue. He welcomed any Council member to join him.

Mayor Mark Worrell – Planning & Zoning Training – April 6, 2015 in Davenport

Mayor Worrell reminded the Council of the upcoming Planning & Zoning Training to be held in Davenport. Members of the Council, Board of Adjustment and Planning & Zoning are all encouraged to attend.

ADJOURNMENT

Motion to adjourn meeting by Shields, second by Pierce. Motion carried on a voice vote. City Council meeting adjourned at 8:27 p.m.

Mark Worrell, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk

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

**West Branch, Iowa
Council Chambers**

City Council Work Session

**February 2, 2015
7:00 p.m.**

Mayor Worrell opened the West Branch City Council work session at 8:45 p.m. by welcoming the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Leslie Brick, Police Chief Mike Horihan, Library Director Nick Shimmin, Park & Recreation Director Melissa Russell, City Attorney Kevin Olson and Fire Chief Kevin Stoolman. Council members: Jordan Ellyson, Colton Miller, Mary Beth Stevenson, Brian Pierce and Tim Shields. Absent: Deputy City Clerk Dawn Brandt.

Total Employee Compensation

Muckler opened the discussion regarding Total Employee Compensation and mentioned that the City was also looking into quotes for short term disability and additional life and accidental death and dismemberment insurance for City staff. Councilperson Miller responded that he would like to know what the additional expense would be to the City before being able to agree with the current salary increase as this benefit would also likely increase the City's budget. Muckler responded that the additional premiums would equate to approximately \$7500.00. Muckler opened the discussion on the addition of a 4th police officer and the payroll distribution by funding source. The Council discussed the pros and cons of adding a 4th officer and although all agree that one is needed, all could not agree on when it should happen. Councilperson Ellyson, Pierce and Stevenson are in favor of moving forward this fiscal year, while Councilperson Miller and Shields were more reluctant to move forward at this time due to budget restraints.

General Fund Non-Salary Expenditures

The Council has agreed with FY16 proposal request in the amount of \$764,285.00.

Revenue Estimates for all other Funds

No discussion. This item was moved to the February 9, 2015 City Council Work Session at 7:00 p.m.

Non-Salary Expenditures for all other Funds

No discussion. This item was moved to the February 9, 2015 City Council Work Session at 7:00 p.m.

Council Member Input - Questions and Comments for Staff

Mayor Worrell brought up that the storm drain at the corner of Parkside Drive and Main Street is getting worse and needs to be addressed as soon as possible. Muckler advised the Council that he has scheduled another work session for Monday, February 9, 2015.

ADJOURNMENT

Motion by Miller to adjourn the work session, second by Shields. Motion carried on a voice vote. City Council work session adjourned at 10:04 p.m.

Mark Worrell, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AERO RENTAL INC	2/17/15	STREETS - BOOM TRUCK RENTA	ROAD USE TAX	ROADS & STREETS	382.00
				TOTAL:	382.00
ALLIANT ENERGY	2/17/15	PARK&REC - 219 E GREEN ST	GENERAL FUND	PARK & RECREATION	12.69
				TOTAL:	12.69
AMAZON	2/17/15	LIBRARY/WATER/ADM - SUPPLI	GENERAL FUND	CLERK & TREASURER	73.71
	2/17/15	LIBRARY/WATER/ADM - SUPPLI	LIBRARY	LIBRARY	306.82
	2/17/15	LIBRARY/WATER/ADM - SUPPLI	LIBRARY	LIBRARY	23.88
	2/17/15	LIBRARY/WATER/ADM - SUPPLI	LIBRARY	LIBRARY	57.58
	2/17/15	LIBRARY/WATER/ADM - SUPPLI	LIBRARY	LIBRARY	24.69
	2/17/15	LIBRARY/WATER/ADM - SUPPLI	WATER FUND	WATER OPERATING	197.00
				TOTAL:	683.68
BARRON MOTOR SUPPLY	2/17/15	FIRE - SUPPLIES	GENERAL FUND	FIRE OPERATION	29.22
	2/17/15	STREETS - SUPPLIES	ROAD USE TAX	ROADS & STREETS	309.34
				TOTAL:	338.56
BEST BUY BUSINESS ADVANTAGE ACCOUNT	2/17/15	ADMIN/WATER - SUPPLIES	GENERAL FUND	CLERK & TREASURER	15.98
	2/17/15	ADMIN/WATER - SUPPLIES	WATER FUND	WATER OPERATING	186.92
				TOTAL:	202.90
BUSINESS RADIO SALES	2/17/15	FIRE - SERVICE	GENERAL FUND	FIRE OPERATION	202.00
				TOTAL:	202.00
CAPITAL ONE COMMERCIAL	2/17/15	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	16.13
				TOTAL:	16.13
CDW GOVERNMENT INC.	2/17/15	POLICE - PRINTER	GENERAL FUND	POLICE OPERATION	415.22
	2/17/15	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	422.02
				TOTAL:	837.24
CEDAR RAPIDS PHOTO COPY INC	2/17/15	LIBRARY - SERVICE	LIBRARY	LIBRARY	34.98
				TOTAL:	34.98
CULLIGAN WATER TECHNOLOGIES	2/02/15	FIRE - WATER COND RENTAL	GENERAL FUND	FIRE OPERATION	33.95
				TOTAL:	33.95
DEBRA FIDERLEIN	2/17/15	PARK&REC - 2015 SESS 1 CLA	GENERAL FUND	PARK & RECREATION	332.40
				TOTAL:	332.40
DORSEY & WHITNEY LLP	2/17/15	LEGAL - SERV THROUGH 12-31	GENERAL FUND	LEGAL SERVICES	5,167.22
				TOTAL:	5,167.22
EBSCO INDUSTRIES, INC	2/17/15	LIBRARY - SUBSCRIP RENEWAL	LIBRARY	LIBRARY	668.71
				TOTAL:	668.71
F&B COMMUNICATIONS INC	2/02/15	ADMIN- WEB HOSTING	GENERAL FUND	CLERK & TREASURER	29.95
				TOTAL:	29.95
FREEMAN LOCK & ALARM INC	2/17/15	WATER - PADLOCKS	WATER FUND	WATER OPERATING	62.20
				TOTAL:	62.20
GREAT AMERICAN BUSINESS PRODUCTS	2/17/15	ANIMAL CONT- PET WASTE BAG	GENERAL FUND	COMMISSION	468.00
				TOTAL:	468.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
HAWKINS INC	2/17/15	WATER - CHEMICALS	WATER FUND	WATER OPERATING	1,132.00
				TOTAL:	1,132.00
HDS WHITE CAP CONSTRUCTION SUPPLY	2/17/15	WATER - TAPE	ROAD USE TAX	ROADS & STREETS	15.98
				TOTAL:	15.98
HOSPERS & BROTHER PRINTERS	2/17/15	FIRE - ANNUAL REPORT	GENERAL FUND	FIRE OPERATION	128.40
				TOTAL:	128.40
JODI YEGGY	2/17/15	PARK&REC - 2015 SESS 1 CLA	GENERAL FUND	PARK & RECREATION	332.40
				TOTAL:	332.40
JOEY DEAN WENNDT	2/17/15	FIRE - FEB FIRE TRAINING	GENERAL FUND	FIRE OPERATION	150.00
				TOTAL:	150.00
JOHN DEERE FINANCIAL	2/02/15	STREETS - SUPPLIES	ROAD USE TAX	ROADS & STREETS	165.83
				TOTAL:	165.83
JOHNSON COUNTY REFUSE INC.	2/02/15	SOLID WASTE - RECYCLING	GENERAL FUND	SOLID WASTE	3,714.50
				TOTAL:	3,714.50
KEVIN D OLSON	2/17/15	LEGAL SERVICES FOR FEB 201	GENERAL FUND	LEGAL SERVICES	1,500.00
				TOTAL:	1,500.00
L. L. PELLING CO. INC	2/17/15	STREETS - PREMIX	ROAD USE TAX	ROADS & STREETS	106.92
				TOTAL:	106.92
LENOCH & CILEK	2/17/15	TOWN HALL - KEYS	CIVIC CENTER	TOWN HALL	19.90
				TOTAL:	19.90
LIBERTY COMMUNICATIONS	2/02/15	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	POLICE OPERATION	144.93
	2/02/15	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	FIRE OPERATION	122.22
	2/02/15	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	FIRE OPERATION	39.24
	2/02/15	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	PARK & RECREATION	137.43
	2/02/15	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	CLERK & TREASURER	246.01
	2/02/15	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	LOCAL CABLE ACCESS	57.53
	2/02/15	VARIOUS DEPTS - PHONE SERV	CIVIC CENTER	TOWN HALL	38.14
	2/02/15	VARIOUS DEPTS - PHONE SERV	LIBRARY	LIBRARY	161.97
	2/02/15	VARIOUS DEPTS - PHONE SERV	ROAD USE TAX	ROADS & STREETS	44.41
	2/02/15	VARIOUS DEPTS - PHONE SERV	WATER FUND	WATER OPERATING	44.41
	2/02/15	VARIOUS DEPTS - PHONE SERV	SEWER FUND	SEWER OPERATING	44.40
				TOTAL:	1,080.69
LINN COUNTY R.E.C.	2/17/15	STREETS - UTILITIES	GENERAL FUND	STREET LIGHTING	138.00
				TOTAL:	138.00
LYNCH'S EXCAVATING INC	2/17/15	WATER - CURB BOX REPAIR	WATER FUND	WATER OPERATING	817.00
	2/17/15	WATER-WATER MAIN REPAIR 5T	WATER FUND	WATER OPERATING	1,087.75
	2/17/15	WTR-MAIN REP OLIP & NORTH	WATER FUND	WATER OPERATING	1,787.55
				TOTAL:	3,692.30
LYNCH'S PLUMBING INC	2/17/15	WATER - SERVICE WATERHEATE	WATER FUND	WATER OPERATING	489.20
				TOTAL:	489.20
MATT PARROTT/STOREY KENWORTHY	2/17/15	ADMIN - TAX FORMS	GENERAL FUND	CLERK & TREASURER	49.50
	2/17/15	ADMIN - LASER CHECKS	GENERAL FUND	CLERK & TREASURER	255.04

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	304.54
MEDIACOM	2/02/15	CABLE - SERVICE	GENERAL FUND	LOCAL CABLE ACCESS	40.90
				TOTAL:	40.90
MENARDS	2/17/15	WATER - SUPPLIES	WATER FUND	WATER OPERATING	72.39
	2/17/15	SEWER - SUPPLIES	SEWER FUND	SEWER OPERATING	561.61
				TOTAL:	634.00
MIDWEST FRAME & AXLE	2/17/15	STREETS - PARTS	ROAD USE TAX	ROADS & STREETS	240.23
				TOTAL:	240.23
MIDWEST JANITORIAL SERVICE INC	2/17/15	LIBRARY - CARPET CLEANING	LIBRARY	LIBRARY	375.00
				TOTAL:	375.00
MUNICIPAL SUPPLY INC.	2/17/15	WATER - WIRES/CONNECTORS	WATER FUND	WATER OPERATING	234.00
				TOTAL:	234.00
OASIS ELECTRIC LLC	2/17/15	STREET LIGHTS - REPAIR	GENERAL FUND	STREET LIGHTING	1,392.23
				TOTAL:	1,392.23
OVERDRIVE INC	2/17/15	LIBRARY - EBOOKS	LIBRARY	LIBRARY	43.97
	2/17/15	LIBRARY - EBOOKS	LIBRARY	LIBRARY	31.98
	2/17/15	LIBRARY - EBOOKS	LIBRARY	LIBRARY	94.99
	2/17/15	LIBRARY - EBOOKS	LIBRARY	LIBRARY	33.98
				TOTAL:	204.92
PLUMBERS SUPPLY CO.	2/17/15	WATER - SUPPLIES	WATER FUND	WATER OPERATING	151.19
				TOTAL:	151.19
QC ANALYTICAL SERVICES LLC	2/02/15	SEWER - TESTING	SEWER FUND	SEWER OPERATING	584.00
				TOTAL:	584.00
QUALITY ENGRAVED SIGNS	2/17/15	ADMIN - SELF INKING STAMPS	GENERAL FUND	CLERK & TREASURER	84.57
				TOTAL:	84.57
QUILL CORP	2/02/15	ADMIN - FILE FOLDERS	GENERAL FUND	CLERK & TREASURER	12.79
	2/02/15	WATER/ADMIN - OFFICE SUPPL	GENERAL FUND	CLERK & TREASURER	63.80
	2/02/15	WATER/ADMIN - OFFICE SUPPL	WATER FUND	WATER OPERATING	9.59
	2/17/15	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	26.24
	2/17/15	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	53.24
	2/17/15	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	5.31
	2/17/15	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	8.29
				TOTAL:	179.26
RANDY'S CARPETS	2/17/15	LIBRARY - METAL INSTALL	LIBRARY	LIBRARY	201.00
				TOTAL:	201.00
SCHIMBERG CO	2/17/15	WATER - SUPPLIES	WATER FUND	WATER OPERATING	438.50
				TOTAL:	438.50
SHANELLE M PEDEN	2/17/15	CABLE - VIDEO P&Z & BOA MT	GENERAL FUND	LOCAL CABLE ACCESS	75.00
	2/17/15	CABLE - VIDEO P&Z COMM MTG	GENERAL FUND	LOCAL CABLE ACCESS	75.00
	2/17/15	CABLE - VIDEO PRES COMM MT	GENERAL FUND	LOCAL CABLE ACCESS	75.00
				TOTAL:	225.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
SHAWN PIERCE	2/17/15	PARK&REC - 2015 SESS 1 CLA	GENERAL FUND	PARK & RECREATION	332.40
				TOTAL:	332.40
SIOUX SALES COMPANY	2/17/15	POLICE - EQUIPMENT	GENERAL FUND	POLICE OPERATION	1,434.85
				TOTAL:	1,434.85
THE LIBRARY STORE INC	2/17/15	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	112.53
				TOTAL:	112.53
TRACY COUNTRYMAN	2/17/15	FIRE - LABOR FOR PAINTING	GENERAL FUND	FIRE OPERATION	1,698.50
				TOTAL:	1,698.50
TYLER TECHNOLOGIES	2/17/15	WTR/SWR/ADM/CEM-SOFTWARE F	GENERAL FUND	CEMETERY	293.50
	2/17/15	WTR/SWR/ADM/CEM-SOFTWARE F	GENERAL FUND	CLERK & TREASURER	1,000.00
	2/17/15	WTR/SWR/ADM/CEM-SOFTWARE F	GENERAL FUND	CLERK & TREASURER	298.50
	2/17/15	WTR/SWR/ADM/CEM-SOFTWARE F	WATER FUND	WATER OPERATING	1,298.50
	2/17/15	WTR/SWR/ADM/CEM-SOFTWARE F	SEWER FUND	SEWER OPERATING	1,298.50
				TOTAL:	4,189.00
UNITED LABORATORIES	2/17/15	SEWER - SUPPLIES	SEWER FUND	SEWER OPERATING	302.10
				TOTAL:	302.10
UPS	2/02/15	SEWER - SHIPPING	SEWER FUND	SEWER OPERATING	27.32
	2/02/15	SEWER - SHIPPING	SEWER FUND	SEWER OPERATING	27.32
	2/02/15	SEWER - SHIPPING	SEWER FUND	SEWER OPERATING	27.32
				TOTAL:	81.96
UPSTART	2/17/15	LIBRARY - SLP2015	LIBRARY	LIBRARY	653.40
				TOTAL:	653.40
US BANK EQUIPMENT FINANCE	2/17/15	LIBRARY - COPIER CONTRACT	LIBRARY	LIBRARY	70.42
				TOTAL:	70.42
VEENSTRA & KIMM INC.	2/17/15	ADMIN - ENG W MAIN TRAFFIC	GENERAL FUND	CLERK & TREASURER	252.00
	2/17/15	ADMIN - ENG RUMMELLS LOT 4	GENERAL FUND	CLERK & TREASURER	540.00
	2/17/15	P&Z - ENG CASEY'S TURN LAN	GENERAL FUND	COMMISSION	268.80
	2/17/15	P&Z - ENG MEADOWS PH 2 PRE	GENERAL FUND	COMMISSION	126.00
	2/17/15	STREETS - ENG LAND USE MAP	ROAD USE TAX	ROADS & STREETS	246.24
	2/17/15	ENG- PARKSIDE DR IMP PROJ	PARKSIDE DR IMP CA	CAPITAL PROJECTS	1,811.70
	2/17/15	ENG FOR PARKSIDE DR IMP PR	PARKSIDE DR IMP CA	CAPITAL PROJECTS	988.15
				TOTAL:	4,232.89
VERIZON WIRELESS	2/02/15	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	POLICE OPERATION	245.34
	2/02/15	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	PARK & RECREATION	41.77
	2/02/15	VARIOUS DEPTS - PHONE SERV	ROAD USE TAX	ROADS & STREETS	162.47
	2/02/15	VARIOUS DEPTS - PHONE SERV	WATER FUND	WATER OPERATING	162.47
	2/02/15	VARIOUS DEPTS - PHONE SERV	SEWER FUND	SEWER OPERATING	162.47
				TOTAL:	774.52
WELTER STORAGE EQUIP CO INC	2/17/15	WATER - STORAGE CABINETS	WATER FUND	WATER OPERATING	850.00
				TOTAL:	850.00
WEST BRANCH ANIMAL CLINIC	2/17/15	ANIMAL CONTROL - STRAY CAT	GENERAL FUND	ANIMAL CONTROL	509.50
				TOTAL:	509.50
WEST BRANCH FORD	2/17/15	WATER - SERVICE 02 FORD RA	WATER FUND	WATER OPERATING	1,078.12

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
				TOTAL:	<u>1,078.12</u>
WEX BANK	2/17/15	POLICE/WATER - FUEL	GENERAL FUND	POLICE OPERATION	598.87
	2/17/15	POLICE/WATER - FUEL	WATER FUND	WATER OPERATING	563.01
				TOTAL:	<u>1,161.88</u>

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

001	GENERAL FUND	23,254.86
022	CIVIC CENTER	58.04
031	LIBRARY	3,427.13
110	ROAD USE TAX	1,673.42
302	PARKSIDE DR IMP CAP PROJ	2,799.85
600	WATER FUND	10,661.80
610	SEWER FUND	3,035.04

	GRAND TOTAL:	44,910.14

TOTAL PAGES: 5

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, and

WHEREAS, it is desirable for the City Code to be consistent with the State Code.

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 revising the following subsection to Chapter 165:

165.22 (7) Powers of the Board of Adjustment.

165.22 (7) — Insert the following: In granting a variance, or Special Exception, the Board may attach thereto any conditions and safeguards it deems necessary or desirable in furthering the purposes of this chapter. Violation of any of these conditions or safeguards shall be deemed violation of this chapter.

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 17th day of February, 2015.

First Reading: February 2, 2015
Second Reading: February 17, 2015
Third Reading:

Mark Worrell, Mayor

Attest:

Matt Muckler, City Administrator/Clerk

ORDINANCE NO. 726

AN ORDINANCE AMENDING CHAPTER 170 “SUBDIVISION REGULATIONS”

WHEREAS, it is desirable for the City’s Zoning Regulations (Chapter 165) to be consistent with the City’s Subdivision Regulations (Chapter 170).

NOW, THEREFORE, BE IT ORDAINED:

1. BE IT ENACTED by the City Council of West Branch, Iowa, that Chapter 170 “SUBDIVISION REGULATIONS” of the Code of West Branch, Iowa is hereby amended by revising the following subsection to Chapter 170:

170.15(5)D. Street right-of-way widths shall be as follows:

- (1) Arterial Streets: a 70-foot right-of-way, 42-foot pavement, and 5-foot sidewalks per City Specifications.
- (2) Collector Streets: a 66-foot right-of-way, 34-foot pavement, and 5-foot sidewalks per City Specifications.
- (1) Minor Streets: a 60-foot right-of-way, 29-foot pavement, and 5-foot sidewalks per City Specifications.

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 17th day of February, 2015.

First Reading: February 2, 2015
Second Reading: February 17, 2015
Third Reading:

Mark Worrell, Mayor

Attest:

Matt Muckler, City Administrator/Clerk

RESOLUTION NO. 1269

TO FIX A DATE OF MEETING FOR A PUBLIC HEARING ON AMENDING
THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2015.

WHEREAS, budget estimates may be amended and increased as the need arises to permit appropriation and expenditure of unexpended cash balances on hand and unanticipated revenues; and;

WHEREAS, such amendments may be considered and adopted at any time during the fiscal year covered by the budget (but prior to May 31) by filing the amendments and upon publishing them and giving notice of the public hearing in the manner required in the State Code; and;

WHEREAS, the City Council intends to amend the budget to provide for the following: There are transfers, revenue and expenditures included for a general obligation bond payment to be made from the debt service fund. Amendments to revenue include increases due to the REAP Grant, the sale of a fire truck and the Main Street Sidewalk Project. Amendments to expenditures include increases for the purchase of a new fire truck, the Main Street Sidewalk Project, the Green Street and N. Maple street projects, part-time payroll for the Parks & Recreation Department, and legal fees.

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

Section 1. This Council shall meet on the 2nd day of March, 2015, at the City Council Chambers located at 110 N. Poplar Street, in the City, at 7:00 o'clock p.m., at which time and place a public hearing will be held on the question of amending the current budget for the fiscal year ending June 30, 2014.

Section 2. The City Clerk is hereby directed to give notice of the proposed action for amending the current budget for the fiscal year ending June 30, 2015, the time when and place where the said meeting will be held, by publication at least once, and not less than 10 nor more than 20 days before the date of said meeting, in a legal newspaper published at least once weekly, and of general circulation in the City. The notice shall be in substantially the following form:

**NOTICE OF PUBLIC HEARING
AMENDMENT OF CURRENT CITY BUDGET**

The City Council of West Branch in CEDAR & JOHNSON County, Iowa
will meet at City Council Chambers, 110 N. Poplar St., West Branch, IA
at 7:00 p.m. on March 2, 2015
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2015
(year)
by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources				
Taxes Levied on Property	1	1,554,151		1,554,151
Less: Uncollected Property Taxes-Levy Year	2			0
Net Current Property Taxes	3	1,554,151	0	1,554,151
Delinquent Property Taxes	4	0		0
TIF Revenues	5	0		0
Other City Taxes	6	181,217		181,217
Licenses & Permits	7	62,000		62,000
Use of Money and Property	8	5,900		5,900
Intergovernmental	9	435,909	67,500	503,409
Charges for Services	10	958,253	76,200	1,034,453
Special Assessments	11	0		0
Miscellaneous	12	43,100	73,539	116,639
Other Financing Sources	13	451,483	265,434	716,917
Total Revenues and Other Sources	14	3,692,013	482,673	4,174,686
Expenditures & Other Financing Uses				
Public Safety	15	646,161	354,362	1,000,523
Public Works	16	594,816	59,675	654,491
Health and Social Services	17	0		0
Culture and Recreation	18	624,577	3,000	627,577
Community and Economic Development	19	100,867	38,813	139,680
General Government	20	200,935	40,000	240,935
Debt Service	21	304,213	164,085	468,298
Capital Projects	22	184,312	67,500	251,812
Total Government Activities Expenditures	23	2,655,881	727,435	3,383,316
Business Type / Enterprises	24	985,216	-126,698	858,518
Total Gov Activities & Business Expenditures	25	3,641,097	600,737	4,241,834
Transfers Out	26	451,483	265,434	716,917
Total Expenditures/Transfers Out	27	4,092,580	866,171	4,958,751
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	28	-400,567	-383,498	-784,065
Beginning Fund Balance July 1	29	1,861,316		1,861,316
Ending Fund Balance June 30	30	1,460,749	-383,498	1,077,251

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

There are transfers, revenue and expenditures included for a general obligation bond payment to be made from the debt service fund. Amendments to revenue include increases due to the REAP Grant, the sale of a fire truck and the Main Street Sidewalk Project. Amendments to expenditures include increases for the purchase of a new fire truck, the Main Street Sidewalk Project, the Green Street and N. Maple street projects, part-time payroll for the Parks & Recreation Department, and legal fees.

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

City Administrator/Clerk Matt Muckler

City Clerk/ Finance Officer Name

16-142

CITY BUDGET AMENDMENT AND CERTIFICATION RESOLUTION

To the Auditor of CEDAR & JOHNSON County, Iowa:

The City Council of West Branch in said County/Countries met on March 2, 2015, at the place and hour set in the notice, a copy of which accompanies this certificate and is certified as to publication. Upon taking up the proposed amendment, it was considered and taxpayers were heard for and against the amendment.

The Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed amendment(s) to the budget and modifications proposed at the hearing, if any. thereupon, the following resolution was introduced.

RESOLUTION No. 1269

A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE : 2015

(AS AMENDED LAST ON N/A.)

Be it Resolved by the Council of the City of West Branch

Section 1. Following notice published February 19, 2015

and the public hearing held, March 2, 2015 the current budget (as previously amended) is amended as set out herein and in the detail by fund type and activity that supports this resolution which was considered at that hearing:

	Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources			
Taxes Levied on Property	1,554,151	0	1,554,151
Less: Uncollected Property Taxes-Levy Year	0	0	0
Net Current Property Taxes	1,554,151	0	1,554,151
Delinquent Property Taxes	0	0	0
TIF Revenues	0	0	0
Other City Taxes	181,217	0	181,217
Licenses & Permits	62,000	0	62,000
Use of Money and Property	5,900	0	5,900
Intergovernmental	435,909	67,500	503,409
Charges for Services	958,253	76,200	1,034,453
Special Assessments	0	0	0
Miscellaneous	43,100	73,539	116,639
Other Financing Sources	451,483	265,434	716,917
Total Revenues and Other Sources	3,692,013	482,673	4,174,686
Expenditures & Other Financing Uses			
Public Safety	646,161	354,362	1,000,523
Public Works	594,816	59,675	654,491
Health and Social Services	0	0	0
Culture and Recreation	624,577	3,000	627,577
Community and Economic Development	100,867	38,813	139,680
General Government	200,935	40,000	240,935
Debt Service	304,213	164,085	468,298
Capital Projects	184,312	67,500	251,812
Total Government Activities Expenditures	2,655,881	727,435	3,383,316
Business Type / Enterprises	985,216	-126,698	858,518
Total Gov Activities & Business Expenditures	3,641,097	600,737	4,241,834
Transfers Out	451,483	265,434	716,917
Total Expenditures/Transfers Out	4,092,580	866,171	4,958,751
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	-400,567	-383,498	-784,065
Beginning Fund Balance July 1	1,861,316	0	1,861,316
Ending Fund Balance June 30	1,460,749	-383,498	1,077,251

Passed this 2nd day of March 2015
(Day) (Month/Year)

Signature
City Clerk/Finance Officer

Signature
Mayor

* * * * *

Passed and approved this 17th day of February, 2015.

Mark Worrell, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

Transfers	From	To	Amend. Amt.	Inc/Dec	Account Code	Explanation
Transfer in		502-100	1,349.00	Inc.	502-4-0-950-4-4830	Transfer from GF Library 031 to Krouth Interest CD Fund 502.
Transfer out	031-100		1,349.00	Dec.	031-5-0-950-9100	
Transfer in		001-830	100,000.00	Inc.	001-4-0-950-4-4830	Transfer out of TIF - Repayment of Internal Advance to Tax Increment Revenue Fund per Resolution 1195 to General Fund 001
Transfer out	125-100		100,000.00	Dec.	125-5-0-950-9100	
Transfer out	610-100		26,125.00	Dec.	610-5-0-950-9100	Transfer out of sewer - Interest pmt for GO Bond 2013 to debt service fund 226
Transfer out	610-100		60,000.00	Dec.	610-5-9-950-9100	Transfer out of sewer - Principal pmt for GO Bond 2013 to debt service fund 226
Transfer out	600-100		4,038.00	Dec.	600-5-0-950-9100	Transfer out of water - Interest pmt for GO Bond 2013 to debt service fund 226
Transfer out	600-100		36,535.00	Dec.	600-5-0-950-9100	Transfer out of water - Principal pmt for GO Bond 2013 to debt service fund 226
Transfer out	125-100		25,810.00	Dec.	125-5-0-950-9100	Transfer out of TIF - Principal pmt for GO Bond 2013 to debt service fund 226
Transfer out	125-100		11,577.00	Dec.	125-5-0-950-9100	Transfer out of TIF - Interest pmt for GO Bond 2013 to debt service fund 226
			164,085.00			
Transfer in		226-100	37,387.00	Inc.	226-4-0-950-4830	Transfer in to debt service fund 226 for GO Bond 2013 pmt.
Transfer in		226-100	126,698.00	Inc.	226-4-0-950-4-4830	Transfer in to debt service fund 226 for GO Bond 2013 pmt.
			164,085.00			

Revenue Area	From	To	Amend. Amt.	Inc/Dec	Account Code	Explanation
Taxes Levied on Prop.	1,554,151	1,554,151				
TIF Revenues	0	0		Dec.		
Other City taxes	181,217	181,217				
Licenses & Permits	62,000	62,000		Inc.		
Use of Money & Prop.	5,900	5,900				
Intergovernmental	435,909	503,409	67,500.00	Inc.	301-4-2-751-3-4450	REAP Grant Project revenue
Charges for services	958,253	1,034,453	76,200.00	Inc.	001-4-0-950-1-4553	Main Street Sidewalk Improvements Ph. 2 project
			76,200.00			
Special Assessments	0	0				
Miscellaneous	43,100	116,639	3,739.00	Inc.	001-4-0-950-2-4710	Insurance claim reimbursement - Town Hall ICAP claim
			59,000.00	Inc.	001-4-0-950-4-4799	Revenue from sale of old Fire Truck
			10,800.00	Inc.	001-4-0-950-4-4799	N Maple/MS sidewalk - WB School revenue
			73,539.00			
Other Fin. Sources	451,483	616,917		Inc.		
Transfer In			1,349.00	Inc.	502-4-0-950-4-4830	Transfer from GF Library 031 to Krouth Interest CD Fund 502.
			126,698.00	Inc.	226-4-0-950-4-4830	Transfer from 600 Water/610 Sewer to 226 Debt service for GO Bond 2013 Principal & Interest
			100,000.00	Inc.	001-4-0-950-4-4830	Transfer from TIF - (Repayment of Internal Advance to Tax Increment Revenue Fund per Resolution 1195) to General Fund 001
			37,387.00	Inc.	226-4-0-950-4830	Transfer from 125 TIF to 226 Debt service for GO Bond 2013 Principal & Interest
			265,434.00			
Total Revenue	3,692,013	4,074,686	\$ 482,673.00			

Expenditure Area	From	To	Amend. Amt.	Inc/Dec	Account Code	Explanation
Public Safety	646,161	1,000,523	354,362.00	Inc.	001-5-1-150-6727	Fire reserve balance \$295,362 & sale of old Fire truck \$59,000. (For purchase of new 2015 Fire Truck)
			354,362.00			
Public Works	594,816	654,491	26,000.00	Inc.	001-5-2-210-6761	Green St./N Maple project budgeted in FY14, claim paid in FY15 - will use GF balance
			33,675.00	Inc.	110-5-2-210-6761	Green St./N Maple project budgeted in FY14, claim paid in FY15 - RUT balance
			59,675.00			
Culture & Recreation	624,577	627,577	3,000.00	Inc.	001-5-4-430-6010	Park & Rec part-time summer payroll - GF balance
			3,000.00			
Community Eco. Dev.	100,867	139,680	76,200.00	Inc.	001-5-5-520-6498	Main Street Sidewalk Improvements Ph. 2 project
			(25,810.00)	Dec.	125-5-5-710-6801	Reduce TIF principal exp line - see transfer from TIF to debt service
			(11,577.00)	Dec.	125-5-5-710-6851	Reduce TIF interest exp line - see transfer from TIF to debt service
			38,813.00			
General Government	200,935	240,935	40,000.00	Inc.	001-5-6-640-6490	Legal administrative consulting fees - Dorsey & Whitney.
			40,000.00			
Debt Service	304,213	468,298	122,345.00	Inc.	226-5-7-700-6806	Principal loan payment for GO Bond 2013
			41,740.00	Inc.	226-5-7-700-6856	Interest loan payment for GO Bond 2013
			164,085.00			
Capital Projects	184,312	251,812	15,000.00	Inc.	301-5-8-751-6490	REAP Grant Proj. exp. - Pedestrian bridge
			52,500.00	Inc.	301-5-8-751-6498	REAP Grant Proj. exp. - Pedestrian bridge
			67,500.00			

Business Type Act.	985,216	858,518	(36,535.00)	Dec.	600-5-9-810-6801	Reduce water principal exp line - see transfer from water to debt service
			(4,038.00)	Dec.	600-5-9-810-6851	Reduce water interest exp line - see transfer from water to debt service
			(60,000.00)	Dec.	610-5-9-815-6801	Reduce sewer principal exp line - see transfer from sewer to debt service
			(26,125.00)	Dec.	610-5-9-815-6851	Reduce sewer interest exp line - see transfer from sewer to debt service
			(126,698.00)			
Transfers out	451,483	716,917	1,349.00		031-5-0-950-9100	Transfer from GF Library 031 to Krouth Interest CD Fund 502.
			100,000.00		125-5-0-950-9100	Transfer out of TIF - Repayment of Internal Advance to Tax Increment Revenue Fund per Resolution 1195 to General Fund 001
			86,125.00		610-5-0-950-9100	Transfer out of sewer - Prinicpal/Int. pmt for GO Bond 2013 to debt service fund 226
			40,573.00		600-5-0-950-9100	Transfer out of water - Prinicpal/Int. pmt for GO Bond 2013 to debt service fund 226
			37,387.00		125-5-0-950-9100	Transfer out of TIF - Prinicpal/Int. pmt for GO Bond 2013 to debt service fund 226
			265,434.00			
Total Expenditures	4,092,580	4,958,751	\$ 866,171.00			

CITY OF WEST BRANCH
COUNCIL ACTION REPORT

MEETING DATE: February 17, 2015 ITEM: 7g

DATE PREPARED: February 10, 2015

STAFF LIAISON: Matt Muckler, City Administrator

TITLE: Resolution 1270, adopting final proposed fiscal year 2015-2016 budget and order notice of hearing for March 2, 2015.

RECOMMENDATIONS: Approve Resolution 1270.

PROJECT DESCRIPTION:

The City Council has been working on the Fiscal Year 2015-2016 Budget since December 1, 2014, when the proposed budget schedule was discussed. Concurrently with this budget process, the Council has also developed the City of West Branch, Capital Improvements Plan (CIP), Fiscal Years 2016-2020. That CIP has been incorporated into the FY16 budget, along with the property tax levy increase of \$0.55/thousand of assessed value. This is the first property tax levy increase in five years. All proceeds of the increase will go to the infrastructure projects identified in the CIP. Other highlights of the budget include a continued focus on road maintenance, public works equipment purchases, stormwater utility projects, water and sewer system upgrades, partnership funding for the National Park Service, aggressive debt reduction and the hiring of a fourth full-time police officer.

Approval of Resolution 1270 would cause the public notice for the budget to be published and would set a public hearing for Monday March 2, 2015, which would be followed by a vote of the Council on the FY16 Annual Budget.

ATTACHMENTS:

- Resolution 1270 (1 page)
- Total Employee Compensation – FY 2015/2016 (1 page)
- Fiscal Year 2015-2016 General Fund Revenue Estimate (2 pages)
- Fiscal Year 2015-16 General Fund Non-Salary Expenditure Worksheet (1 page)
- Explanation of Transfers in FY 2015-2016 Annual Budget (1 page)
- Approved Budget Proof Report (3 pages)
- Budget Presentation (15 pages)
- Official Budget Form (16 pages)
- Revenue/Expenditure Comparison (1 page)

RESOLUTION NO. 1270

A RESOLUTION ADOPTING THE FINAL PROPOSED FISCAL YEAR 2015-2016 ANNUAL BUDGET AND ORDERING A NOTICE OF HEARING FOR MARCH 2, 2015.

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

The final proposed fiscal year 2015-2016 annual budget as set forth in the budget summary and certification of taxes and in the detailed budget in support thereof showing revenue estimates and appropriation expenditures and allocations to programs for said fiscal year is adopted and a public hearing is set for March 2, 2015.

Passed and approved the 17th day of February 2015.

Mark Worrell, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

Total Employee Compensation - FY 2015/16*

Updated Jan. 15, 2015

*Includes 3% Base Salary Increase, 5.49% Increase in the cost of health insurance and 4th full-time police officer.

Employee	HD	Base Salary	3.0% Raise	OT	FY 16 Salary	IPERS	FICA	INS	Total
Muckler	6/10	\$ 82,296.00	\$ 2,468.88	\$ -	\$ 84,764.88	\$ 7,569.50	\$ 6,484.51	\$ 12,572.84	\$ 111,391.74
D. Brandt	6/8	\$ 48,899.06	\$ 1,466.97	\$ 5,036.60	\$ 55,402.63	\$ 4,947.46	\$ 4,238.30	\$ 38.00	\$ 64,626.39
L. Brick	11/14	\$ 37,258.96	\$ 1,117.77	\$ 3,837.67	\$ 42,214.40	\$ 3,769.75	\$ 3,229.40	\$ 38.00	\$ 49,251.55
Admin Sub.		\$ 168,454.02	\$ 5,053.62	\$ 8,874.28	\$ 182,381.92	\$ 16,286.71	\$ 13,952.22	\$ 12,648.84	\$ 225,269.68
Horihan	8/11	\$ 61,537.00	\$ 1,846.11	\$ 6,338.31	\$ 69,721.42	\$ 6,860.59	\$ 5,333.69	\$ 12,572.84	\$ 94,488.54
J. Hanna	9/7	\$ 47,514.00	\$ 1,425.42	\$ 4,893.94	\$ 53,833.36	\$ 5,297.20	\$ 4,118.25	\$ 12,572.84	\$ 75,821.66
A. Koch	11/12	\$ 43,104.00	\$ 1,293.12	\$ 4,439.71	\$ 48,836.83	\$ 4,805.54	\$ 3,736.02	\$ 7,122.32	\$ 64,500.71
New Hire	10/15	\$ 42,000.00	\$ -	\$ 4,200.00	\$ 46,200.00	\$ 4,546.08	\$ 3,534.30	\$ 12,572.84	\$ 66,853.22
Part Time		\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ 492.00	\$ 382.50	\$ -	\$ 5,874.50
PD Sub.		\$ 199,155.00	\$ 4,564.65	\$ 19,871.97	\$ 223,591.62	\$ 22,001.41	\$ 17,104.76	\$ 44,840.84	\$ 307,538.63
P. Stagg	8/12	\$ 43,140.00	\$ 1,294.20	\$ 6,665.13	\$ 51,099.33	\$ 4,563.17	\$ 3,909.10	\$ 7,122.32	\$ 66,693.92
P. O'Neil	8/1	\$ 41,996.00	\$ 1,259.88	\$ 4,325.59	\$ 47,581.47	\$ 4,249.03	\$ 3,639.98	\$ 7,122.32	\$ 62,592.80
Tim Moss	7/3	\$ 43,128.00	\$ 1,293.84	\$ 4,442.18	\$ 48,864.02	\$ 4,363.56	\$ 3,738.10	\$ 12,572.84	\$ 69,538.52
Goodale	10/10	\$ 53,997.00	\$ 1,619.91	\$ 8,342.54	\$ 63,959.45	\$ 5,711.58	\$ 4,892.90	\$ 12,572.84	\$ 87,136.76
Part Time		\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	\$ 2,232.50	\$ 1,912.50	\$ -	\$ 29,145.00
PW Sub.		\$ 207,261.00	\$ 5,467.83	\$ 23,775.44	\$ 236,504.27	\$ 21,119.83	\$ 18,092.58	\$ 39,390.32	\$ 315,107.00
Shimmin	1/7	\$ 47,856.00	\$ 1,435.68	\$ -	\$ 49,291.68	\$ 4,401.75	\$ 3,770.81	\$ 7,122.32	\$ 64,586.56
Knoche	10/7	\$ 40,632.12	\$ 1,218.96	\$ -	\$ 41,851.08	\$ 3,737.30	\$ 3,201.61	\$ 38.00	\$ 48,827.99
Schafer	7/14	\$ 31,200.00	\$ 936.00	\$ -	\$ 32,136.00	\$ 2,869.74	\$ 2,458.40	\$ 7,122.32	\$ 44,586.47
Part Time		\$ 14,944.00	\$ 93.15	\$ -	\$ 15,037.15	\$ 1,342.82	\$ 1,150.34	\$ -	\$ 17,530.31
Library Sub.		\$ 134,632.12	\$ 3,683.79	\$ -	\$ 138,315.91	\$ 12,351.61	\$ 10,581.17	\$ 14,282.64	\$ 175,531.33
Russell	10/4	\$ 37,732.00	\$ 1,131.96	\$ 3,886.40	\$ 42,750.36	\$ 3,817.61	\$ 3,270.40	\$ 7,851.32	\$ 57,689.69
Part Time		\$ 6,000.00	\$ -	\$ -	\$ 6,000.00	\$ 535.80	\$ 459.00	\$ -	\$ 6,994.80
P & R Sub.		\$ 43,732.00	\$ 1,131.96	\$ 3,886.40	\$ 48,750.36	\$ 4,353.41	\$ 3,729.40	\$ 7,851.32	\$ 64,684.49
Mayor		\$ 7,500.00	\$ -	\$ -	\$ 7,500.00	\$ 669.75	\$ 573.75	\$ -	\$ 8,743.50
M & C Sub.		\$ 7,500.00	\$ -	\$ -	\$ 7,500.00	\$ 669.75	\$ 573.75	\$ -	\$ 8,743.50
Totals		\$ 760,734.14	\$ 19,901.85	\$ 56,408.08	\$ 837,044.07	\$ 76,782.72	\$ 64,033.87	\$ 119,013.96	\$ 1,096,874.62

Fiscal Year 2015-16 General Fund Revenue Estimate

Rev. 02/09/15_Final

Property Tax	\$	1,038,693	
Commercial/Industrial Backfill	\$	62,933	
Ag Land	\$	1,514	
City-Owned Civic Center Levy	\$	17,312	
Local Emg Mgmy Com Levy	\$	8,400	
Emergency Levy Transfer In	\$	34,623	
LOST Transfer In	\$	-	\$150k to E-911 from old LOST; \$180k from new LOST
TIF Transfer In - BP/McD Sidewalk	\$	165,562	\$125 BP & \$40,562 McD Sidewalk
Cable Franchise Fee	\$	26,000	
Licenses and Permits	\$	36,000	Includes beer & liquor, cigarette, building and animal licenses
Interest	\$	2,500	Reduced by \$500 - low interest rates.
Rent and Royalties	\$	2,000	Town Hall rent
Subdivision Charges	\$	35,523	Engineering Pass-Through, Sidewalk Payments from bus. \$10,523
NPS Snow Plowing	\$	6,000	Annual Contract
Library Reimbursement	\$	13,300	Rural Library Assistance
Other Library	\$	7,600	Fines, Misc. revenue, Private contributions, Open access,
Fire Trustees	\$	150,510	
Landfill	\$	45,675	Recycling contract
Cemetery Lots	\$	2,500	Sale of lots
Grave Openings	\$	8,000	
Parks and Rec Fees	\$	35,000	All Recreation Department activity fees
Fuel Tax Refund	\$	2,000	
Fines	\$	2,000	
Misc. Revenue	\$	34,500	Donations, HHTD, NSF fees, Garbage tags, other misc.
Total Revenue Estimate	\$	1,738,145	
Minus Fire Trustees, Parks & Rec , Library, LOST, Subdivision Charges, and TIF			
Interfund Loan Repayment	\$	407,495	
Subtotal 1	\$	1,330,650	
Minus FY16 GF Salary Estimate	\$	623,408	
Non-salary GF expenditures	\$	707,242	

Fiscal Year 2015-16 All Funds Revenue Estimate

General Fund	\$	1,738,145
Tort Liability	\$	77,621
Road Use Tax	\$	230,000
Local Option Sales Tax	\$	180,000
TIF	\$	150,000
Perpetual Fund - Cemetery	\$	2,000
Krouth Interest Fund	\$	400
Water	\$	499,410
Water Sinking	\$	65,013
Sewer	\$	329,896
Trust and Agency	\$	198,066
Emergency Levy	\$	34,623
Storm Water Utility	\$	45,000
Storm Water - Transfer In	\$	45,000
Debt Service - Actual Revenue	\$	266,298
Debt Service - Transfers In	\$	<u>183,863</u>
Total Revenue Estimate	\$	4,045,335

FY 2015-16 General Fund Non-Salary Expenditure Worksheet

Rev. 02/10/15

	FY12 Actual	FY13 Actual	FY14 Budgeted	FY15 Budgeted	FY16 Request
Police Operation	\$34,033.00	\$85,107.00	\$76,622.00	\$80,450.00	\$80,450.00
Fire Operation	\$71,263.00	\$60,888.00	\$65,285.00	\$67,229.00	\$68,140.00
Animal Control	\$1,351.00	\$2,131.00	\$3,000.00	\$4,500.00	\$4,500.00
Roads and Streets *	\$15,426.00	\$287,251.00	\$124,443.00	\$138,464.00	\$115,326.00
Street Lighting	\$28,962.00	\$28,978.00	\$32,000.00	\$40,000.00	\$40,000.00
Library	\$44,259.00	\$84,118.00	\$67,505.00	\$38,308.00	\$41,781.00
Parks and Rec	\$117,910.00	\$32,556.00	\$482,035.00	\$54,617.00	\$22,952.00
Cemetery	\$14,046.00	\$18,823.00	\$24,000.00	\$23,500.00	\$16,800.00
Town Hall	\$28,732.00	\$15,832.00	\$16,219.00	\$17,586.00	\$17,312.00
Community Dev	\$3,240.00	\$24,879.00	\$31,000.00	\$57,100.00	\$70,000.00
Economic Dev	\$14,000.00	\$21,250.00	\$24,750.00	\$38,480.00	\$34,973.00
Mayor and Council	\$0.00	\$0.00	\$200.00	\$3,750.00	\$3,750.00
Clerk and Treasurer	\$109,314.00	\$67,296.00	\$64,937.00	\$69,006.00	\$82,362.00
Legal Services**	\$39,241.00	\$51,157.00	\$44,442.00	\$45,791.00	\$81,484.00
Lawsuit	\$18,410.00	\$0.00	\$0.00	\$0.00	\$0.00
Solid Waste	\$52,946.00	\$55,174.00	\$55,555.00	\$64,500.00	\$68,000.00
Local Cable Access	\$5,418.00	\$9,356.00	\$11,137.00	\$9,843.00	\$9,412.00
Commission	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00
Total	\$598,551.00	\$844,796.00	\$1,123,130.00	\$753,624.00	\$757,242.00

*Includes matching funds for stormwater utility of \$45,000, Main St Sidewalk payments of \$36,321, and \$22,000 towards the purchase of a half-ton truck.

**\$50,000 of the funds contained in legal services will be used for the defense of litigation brought against the city. It is expected that the Council would authorize an internal advance to the tax increment revenue fund similar to Resolution 1195, passed by the Council on May 5, 2014.

Explanation of Transfers in FY 2015-2016 Annual Budget

Revenue Transfers In (Revenue Budget Lines 37-38)

General Fund	\$ 200,185	\$34,623 from 119 to 001, \$165,562 from 125 to 001.
Special Revenue	\$ -	
TIF Special Revenue	\$ -	
Debt Service	\$ 183,863	\$90,525 from 610 to 226, \$55,951 from 600 to 226, \$37,387 from 125 to 226.
Proprietary	<u>\$ 110,013</u>	\$45,000 from 001 to 740, \$65,013 from 600 to 603.
Total	\$ 494,061	

Expenditures Transfers Out (EXP P2 Budget Lines 75-76)

General Fund	\$ 79,623	\$45,000 from 001 to 740, \$34,623 from 119 to 001.
Special Revenue	\$ 37,387	\$37,387 from 125 to 226.
TIF Special Revenue	\$ 165,562	\$165,562 from 125 to 001.
Debt Service	\$ -	
Proprietary	<u>\$ 211,489</u>	\$90,525 from 610 to 226, \$55,951 from 600 to 226, \$65,013 from 600 to 603.
Total	\$ 494,061	

CITY OF WEST BRANCH
 APPROVED BUDGET PROOF REPORT
 AS OF: FEBRUARY 28TH, 2015

	2012-2013	2013-2014	2014-2015		2015-2016		
	ACTUAL	ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
001-GENERAL FUND							
TOTAL REVENUE	1,317,781	1,878,735	1,414,785	700,085	0	1,534,423	1,534,423
TOTAL EXPENSES	1,219,964	1,586,721	1,601,817	854,976	0	1,420,861	1,420,861
REVENUE OVER/(UNDER) EXPENSES	97,817	292,014	(187,032)	(154,891)	0	113,562	113,562
014-FIRE DEPT DONATIONS							
TOTAL REVENUE	0	0	0	0	0	0	0
REVENUE OVER/(UNDER) EXPENSES	0	0	0	0	0	0	0
022-CIVIC CENTER							
TOTAL REVENUE	16,960	19,759	20,086	10,602	0	19,312	19,312
TOTAL EXPENSES	15,832	25,963	17,586	13,930	0	17,312	17,312
REVENUE OVER/(UNDER) EXPENSES	1,128	(6,205)	2,500	(3,328)	0	2,000	2,000
031-LIBRARY							
TOTAL REVENUE	267,693	180,093	177,216	92,001	0	184,410	184,410
TOTAL EXPENSES	194,038	171,892	207,216	112,549	0	214,410	214,410
REVENUE OVER/(UNDER) EXPENSES	73,655	8,201	(30,000)	(20,548)	0	(30,000)	(30,000)
036-TORT LIABILITY							
TOTAL REVENUE	64,457	56,695	91,542	49,471	0	77,621	77,621
TOTAL EXPENSES	64,419	101,013	91,322	44,161	0	77,621	77,621
REVENUE OVER/(UNDER) EXPENSES	38	(44,318)	220	5,310	0	0	0
110-ROAD USE TAX							
TOTAL REVENUE	222,198	231,860	225,000	146,696	0	230,000	230,000
TOTAL EXPENSES	233,437	166,152	225,000	157,751	0	230,000	230,000
REVENUE OVER/(UNDER) EXPENSES	(11,239)	65,708	0	(11,055)	0	0	0
112-TRUST AND AGENCY							
TOTAL REVENUE	177,737	155,060	164,434	86,833	0	198,066	198,066
TOTAL EXPENSES	148,608	161,642	171,340	99,100	0	198,531	198,531
REVENUE OVER/(UNDER) EXPENSES	29,129	(6,582)	(6,906)	(12,267)	0	(465)	(465)
119-EMERGENCY TAX FUND							
TOTAL REVENUE	29,686	34,873	35,171	19,093	0	34,623	34,623
TOTAL EXPENSES	29,542	35,018	35,171	0	0	34,623	34,623
REVENUE OVER/(UNDER) EXPENSES	144	(144)	0	19,093	0	0	0
121-OPTION TAX							
TOTAL REVENUE	166,392	147,596	165,000	123,662	0	180,000	180,000
TOTAL EXPENSES	100,375	147,968	165,000	105,418	0	330,000	330,000
REVENUE OVER/(UNDER) EXPENSES	66,017	(372)	0	18,244	0	(150,000)	(150,000)

CITY OF WEST BRANCH
 APPROVED BUDGET PROOF REPORT

AS OF: FEBRUARY 28TH, 2015

	2012-2013		2013-2014		2014-2015		2015-2016	
	ACTUAL	ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET	
125-T I F								
TOTAL REVENUE	97,387	36,911	0	215	0	150,000	150,000	
TOTAL EXPENSES	37,387	37,387	37,387	0	0	202,949	202,949	
REVENUE OVER/(UNDER) EXPENSES	60,000	(476)	(37,387)	215	0	(52,949)	(52,949)	
226-GO DEBT SERVICE								
TOTAL REVENUE	1,550,254	341,857	309,851	232,464	0	450,161	450,161	
TOTAL EXPENSES	1,612,805	340,488	304,213	140,807	0	436,253	436,253	
REVENUE OVER/(UNDER) EXPENSES	(62,551)	1,369	5,638	91,657	0	13,908	13,908	
301-REAP GRANT PROJECT								
TOTAL REVENUE	0	0	0	67,500	0	0	0	
TOTAL EXPENSES	0	0	0	0	0	0	0	
REVENUE OVER/(UNDER) EXPENSES	0	0	0	67,500	0	0	0	
302-PARKSIDE DR IMP CAP PROJ								
TOTAL REVENUE	0	0	184,312	0	0	0	0	
TOTAL EXPENSES	0	0	184,312	0	0	0	0	
REVENUE OVER/(UNDER) EXPENSES	0	0	0	0	0	0	0	
500-CEMETERY PERPETUAL FUND								
TOTAL REVENUE	4,081	1,081	2,000	900	0	2,000	2,000	
REVENUE OVER/(UNDER) EXPENSES	4,081	1,081	2,000	900	0	2,000	2,000	
501-KROUTH PRINCIPAL FUND								
TOTAL REVENUE	843	455	0	154	0	0	0	
TOTAL EXPENSES	51,338	1,349	0	0	0	0	0	
REVENUE OVER/(UNDER) EXPENSES	(50,495)	(894)	0	154	0	0	0	
502-KROUTH INTEREST FUND								
TOTAL REVENUE	396	79	400	1,370	0	400	400	
TOTAL EXPENSES	0	0	0	0	0	0	0	
REVENUE OVER/(UNDER) EXPENSES	396	79	400	1,370	0	400	400	
600-WATER FUND								
TOTAL REVENUE	374,398	409,845	465,320	270,585	0	499,410	499,410	
TOTAL EXPENSES	322,923	473,408	566,845	252,288	0	524,410	524,410	
REVENUE OVER/(UNDER) EXPENSES	51,475	(63,562)	(101,525)	18,297	0	(25,000)	(25,000)	
603-WATER SINKING FUND								
TOTAL REVENUE	63,450	64,380	67,000	44,640	0	65,013	65,013	
TOTAL EXPENSES	65,238	64,873	65,475	9,450	0	65,013	65,013	
REVENUE OVER/(UNDER) EXPENSES	(1,788)	(493)	1,525	35,190	0	0	0	

CITY OF WEST BRANCH
 APPROVED BUDGET PROOF REPORT
 AS OF: FEBRUARY 28TH, 2015

	2012-2013		2013-2014		2014-2015		2015-2016	
	ACTUAL	ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET	APPROVED BUDGET
610-SEWER FUND								
TOTAL REVENUE	637,285	284,323	329,896	185,088	0	329,896	329,896	329,896
TOTAL EXPENSES	282,965	614,120	379,896	256,150	0	379,896	379,896	379,896
REVENUE OVER/(UNDER) EXPENSES	354,321	(329,796)	(50,000)	(71,062)	0	(50,000)	(50,000)	(50,000)
614-WASTEWATER LIFT STATION								
TOTAL REVENUE	1,029,164	0	0	0	0	0	0	0
TOTAL EXPENSES	600,664	428,500	0	0	0	0	0	0
REVENUE OVER/(UNDER) EXPENSES	428,500	(428,500)	0	0	0	0	0	0
740-STORM WATER UTILITY								
TOTAL REVENUE	0	0	40,000	18,188	0	90,000	90,000	90,000
TOTAL EXPENSES	0	0	40,000	3,128	0	90,000	90,000	90,000
REVENUE OVER/(UNDER) EXPENSES	0	0	0	15,060	0	0	0	0
GRAND TOTAL REVENUES								
GRAND TOTAL REVENUES	6,020,164	3,843,604	3,692,013	2,049,547	0	4,045,335	4,045,335	4,045,335
GRAND TOTAL EXPENSES								
GRAND TOTAL EXPENSES	4,979,535	4,356,492	4,092,580	2,049,707	0	4,221,879	4,221,879	4,221,879
REVENUE OVER/(UNDER) EXPENSES	1,040,630	(512,889)	(400,567)	(160)	0	(176,544)	(176,544)	(176,544)

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	2014-2015 BUDGET	2015-2016 BUDGET
POLICE OPERATION =====				
001-GENERAL FUND				
001-5-1-110-6010 SALARIES AND WAGES	153,093	111,120	185,569	223,592
001-5-1-110-6210 DUES, MEMBERSHIP	2,859	2,834	3,000	4,100
001-5-1-110-6230 TRAINING AND EDUCATION	702	536	2,000	2,000
001-5-1-110-6240 TRAVEL AND CONFERENCE	306	0	2,000	2,000
001-5-1-110-6320 BLDG/GROUNDS OPERATIONS	934	529	800	800
001-5-1-110-6331 MOTOR OPERATION FUEL	12,550	6,698	13,500	13,500
001-5-1-110-6332 REPAIR/MAINTENANCE-VEHI	3,866	3,334	5,000	5,000
001-5-1-110-63501 REPAIRS-RADIOS	12,622	237	3,000	1,000
001-5-1-110-6371 UTILITY SERVICES/GAS, E	2,698	1,438	2,000	2,000
001-5-1-110-6373 TELEPHONE/OPERATIONS	6,694	3,343	7,000	7,000
001-5-1-110-6411 LEGAL FEES	58	0	1,000	1,000
001-5-1-110-6414 ADVERTISEMENT & LEGAL P	0	0	500	500
001-5-1-110-6491 RESERVE OFFICERS	89	0	1,500	1,500
001-5-1-110-6498 CONTRACT PAYMENTS	5,950	6,723	2,700	2,700
001-5-1-110-6504 MINOR EQUIPMENT	647	213	1,000	1,000
001-5-1-110-6506 OFFICE SUPPLIES	1,112	749	1,000	1,000
001-5-1-110-6508 POSTAGE AND SHIPPING	0	0	200	200
001-5-1-110-6510 SAFETY EQUIPMENT	1,610	0	0	0
001-5-1-110-6513 AMMUNITION	445	706	750	1,150
001-5-1-110-6521 MOTOR VEHICLE MAINT. SU	124	15	1,000	1,000
001-5-1-110-6529 UNIFORMS	1,748	1,227	1,500	1,500
001-5-1-110-6599 MISC. SUPPLIES	705	252	3,000	3,000
001-5-1-110-6723 VEHICLE SET ASIDE	15,119	0	22,000	22,000
001-5-1-110-6725 OFFICE EQUIPMENT	754	1,471	2,500	3,000
001-5-1-110-6727 EQUIPMENT	25,475	0	3,500	3,500
TOTAL 001-GENERAL FUND	250,160	141,425	266,019	304,042
036-TORT LIABILITY				
036-5-1-110-6160 WORKMENS COMP.	5,517	6,069	6,069	6,676
036-5-1-110-64081 LIABILITY INSURANCE	14,832	0	8,504	5,413
TOTAL 036-TORT LIABILITY	20,349	6,069	14,573	12,089
112-TRUST AND AGENCY				
112-5-1-110-6110 FICA	10,851	7,511	14,197	17,105
112-5-1-110-6130 IPERS	15,524	10,640	18,817	22,002
112-5-1-110-6150 GROUP INSURANCE	30,125	17,947	30,682	44,841
TOTAL 112-TRUST AND AGENCY	56,499	36,098	63,696	83,948
TOTAL POLICE OPERATION	327,008	183,593	344,288	400,079

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	2014-2015 BUDGET	2015-2016 BUDGET
FIRE OPERATION				
=====				
001-GENERAL FUND				
001-5-1-150-6010 SALARIES AND WAGES	0	13,330	0	36,500
001-5-1-150-6210 DUES, MEMBERSHIP	3,106	3,656	4,000	5,000
001-5-1-150-6230 TRAINING AND EDUCATION	3,981	1,273	5,000	6,000
001-5-1-150-6310 BUILDING MAINTENANCE	52,199	5,594	69,228	5,000
001-5-1-150-6331 MOTOR OPERATION FUEL	6,661	3,265	10,000	9,000
001-5-1-150-6332 REPAIR/MAINTENANCE-VEHI	12,969	9,439	14,000	17,000
001-5-1-150-63501 REPAIRS-RADIOS	1,355	4,728	10,000	5,500
001-5-1-150-6371 UTILITY SERVICES/GAS, E	8,093	4,314	8,000	8,000
001-5-1-150-6373 TELEPHONE/OPERATIONS	2,057	1,288	2,500	2,500
001-5-1-150-6441 FIRE PREVENTION	705	564	750	750
001-5-1-150-6490 CONSULTANT AND PROF. FE	0	0	0	0
001-5-1-150-6498 CONTRACT PAYMENTS	31,855	31,720	32,000	0
001-5-1-150-6504 MINOR EQUIPMENT	2,624	1,690	6,000	6,000
001-5-1-150-6506 OFFICE SUPPLIES	1,897	230	1,500	2,000
001-5-1-150-6510 SAFETY EQUIPMENT	874	458	2,500	2,500
001-5-1-150-6514 MEDICAL SUPPLIES	3,832	754	2,500	2,500
001-5-1-150-6529 UNIFORMS	4,290	885	6,000	8,000
001-5-1-150-6599 MISC. SUPPLIES	2,339	170	2,400	2,400
001-5-1-150-6727 EQUIPMENT	69,715	0	100,000	100,000
TOTAL 001-GENERAL FUND	208,551	83,357	276,378	218,650
036-TORT LIABILITY				
036-5-1-150-6160 WORKMENS COMP.	4,004	4,405	4,405	4,846
036-5-1-150-64081 LIABILITY INSURANCE	14,626	14,657	16,090	19,141
TOTAL 036-TORT LIABILITY	18,630	19,062	20,495	23,987
112-TRUST AND AGENCY				
112-5-1-150-6110 FICA	0	1,020	0	2,700
112-5-1-150-6130 IPERS	0	0	0	0
112-5-1-150-6150 GROUP INSURANCE	0	0	0	0
TOTAL 112-TRUST AND AGENCY	0	1,020	0	2,700
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TOTAL FIRE OPERATION	227,181	103,439	296,873	245,337
ANIMAL CONTROL				
=====				
001-GENERAL FUND				
001-5-1-190-6490 CONSULTANT AND PROF. FE	0	0	0	0
001-5-1-190-6498 CONTRACT PAYMENTS	2,099	1,163	4,000	4,000
001-5-1-190-6510 SAFETY EQUIPMENT	0	0	0	0
001-5-1-190-6599 MISC. SUPPLIES	153	831	500	500
TOTAL 001-GENERAL FUND	2,252	1,994	4,500	4,500
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TOTAL ANIMAL CONTROL	2,252	1,994	4,500	4,500

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	2014-2015 BUDGET	2015-2016 BUDGET
ROADS AND STREETS				
=====				
001-GENERAL FUND				
001-5-2-210-6010 SALARIES AND WAGES	70,238	42,651	64,781	68,330
001-5-2-210-6320 BLDG/GROUNDS OPERATIONS	0	0	0	0
001-5-2-210-6444 TREE TRIMMING	0	0	0	0
001-5-2-210-6490 CONSULTANT AND PROF. FE	0	244	500	36,321
001-5-2-210-6496 MISC. CONTRACT WORK	0	0	0	6,278
001-5-2-210-6723 EQUIPMENT SET ASIDE	0	0	12,060	8,000
001-5-2-210-6727 EQUIPMENT	0	0	22,940	6,250
001-5-2-210-6761 CAPITAL IMPROVEMENT STR	80,329	143,746	102,964	24,000
TOTAL 001-GENERAL FUND	150,566	186,641	203,245	149,179
036-TORT LIABILITY				
036-5-2-210-6160 WORKMENS COMP.	16,035	14,542	15,122	15,898
036-5-2-210-6170 JOB INSURANCE	0	0	0	0
036-5-2-210-64081 LIABILITY INSURANCE	29,852	0	25,623	7,115
TOTAL 036-TORT LIABILITY	45,886	14,542	40,745	23,013
110-ROAD USE TAX				
110-5-2-210-6010 SALARIES AND WAGES	0	0	0	0
110-5-2-210-6020 PART TIME	0	0	0	0
110-5-2-210-6210 DUES, MEMBERSHIP	0	0	0	0
110-5-2-210-6310 BUILDING MAINTENANCE	85	1,760	500	0
110-5-2-210-6320 BLDG/GROUNDS OPERATIONS	8,082	7,456	5,000	5,500
110-5-2-210-6331 MOTOR OPERATION FUEL	7,486	2,488	7,000	7,250
110-5-2-210-6332 REPAIR/MAINTENANCE-VEHI	6,433	4,811	5,000	5,500
110-5-2-210-6371 UTILITY SERVICES/GAS, E	7,622	2,245	4,000	4,000
110-5-2-210-6373 TELEPHONE/OPERATIONS	1,562	1,857	1,500	2,000
110-5-2-210-6444 TREE TRIMMING	13,085	9,646	30,000	25,000
110-5-2-210-6490 CONSULTANT AND PROF. FE	631	14,123	10,500	15,000
110-5-2-210-6496 MISC. CONTRACT WORK	1,797	0	0	0
110-5-2-210-6501 CHEMICALS	0	0	0	0
110-5-2-210-6504 MINOR EQUIPMENT	2,306	947	2,000	2,000
110-5-2-210-6509 SIGNS/SUPPLIES	2,456	3,167	3,000	3,000
110-5-2-210-6511 SAND	2,842	2,426	2,500	2,500
110-5-2-210-6512 SALT	5,565	2,720	6,000	6,000
110-5-2-210-6521 MOTOR VEHICLE MAINT. SU	3,057	1,535	3,500	3,500
110-5-2-210-6524 ROCK/COLD MIX	3,144	1,934	5,000	5,000
110-5-2-210-6529 UNIFORMS	0	0	0	0
110-5-2-210-6560 IRON/STEEL	0	0	0	0
110-5-2-210-6599 MISC. SUPPLIES	1,568	1,008	1,000	1,000
110-5-2-210-6723 EQUIPMENT SET ASIDE	0	0	12,060	0
110-5-2-210-6724 CAPITAL EQUIP./SNOW PLO	0	0	0	49,250
110-5-2-210-6727 EQUIPMENT	7,350	46,900	69,940	3,000
110-5-2-210-6761 CAPITAL IMPROVEMENT STR	91,083	52,728	56,500	90,500
110-5-2-210-6801 PRINCIPAL	0	0	0	0
110-5-2-210-6851 INTEREST/COUPONS	0	0	0	0
TOTAL 110-ROAD USE TAX	166,152	157,751	225,000	230,000

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	2014-2015 BUDGET	2015-2016 BUDGET
112-TRUST AND AGENCY				
112-5-2-210-6110 FICA	4,811	2,754	4,956	5,228
112-5-2-210-6130 IPERS	6,258	3,517	5,472	5,661
112-5-2-210-6150 GROUP INSURANCE	9,957	5,231	10,898	11,105
TOTAL 112-TRUST AND AGENCY	21,026	11,502	21,326	21,994
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TOTAL ROADS AND STREETS	383,631	370,436	490,316	424,186
STREET LIGHTING				
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001-GENERAL FUND				
001-5-2-230-6371 UTILITY SERVICES/GAS, E	39,614	17,508	40,000	40,000
TOTAL 001-GENERAL FUND	39,614	17,508	40,000	40,000
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TOTAL STREET LIGHTING	39,614	17,508	40,000	40,000
031-LIBRARY				
031-5-4-410-6010 SALARIES AND WAGES	100,265	76,545	118,299	121,729
031-5-4-410-6210 DUES, MEMBERSHIP	165	245	150	230
031-5-4-410-6230 TRAINING AND EDUCATION	265	86	100	100
031-5-4-410-6240 TRAVEL AND CONFERENCE	396	411	1,874	1,386
031-5-4-410-6310 BUILDING MAINTENANCE	5,976	1,943	4,273	4,932
031-5-4-410-6320 BLDG/GROUNDS OPERATIONS	1,312	795	1,000	1,000
031-5-4-410-6371 UTILITY SERVICES/GAS, E	5,625	3,424	5,500	5,600
031-5-4-410-6373 TELEPHONE/OPERATIONS	2,088	1,395	2,150	2,100
031-5-4-410-6409 JANITORIAL EXPENSE	3,580	2,059	3,661	3,716
031-5-4-410-6414 ADVERTISEMENT & LEGAL P	77	64	500	500
031-5-4-410-6419 TECHNOLOGY SERVICES	3,177	364	470	1,420
031-5-4-410-6498 CONTRACT PAYMENTS	16,015	2,933	32,141	32,461
031-5-4-410-6506 OFFICE SUPPLIES	1,731	1,737	1,850	2,500
031-5-4-410-6508 POSTAGE AND SHIPPING	3,650	1,457	3,540	3,650
031-5-4-410-6599 MISC. SUPPLIES	4,840	3,014	3,750	5,000
031-5-4-410-6725 OFFICE EQUIPMENT	1,889	1,605	2,208	2,145
031-5-4-410-6770 COLLECTIONS	20,841	13,123	25,750	25,941
TOTAL 031-LIBRARY	171,892	111,200	207,216	214,410
036-TORT LIABILITY				
036-5-4-410-6160 WORKMENS COMP.	500	550	550	605
036-5-4-410-64081 LIABILITY INSURANCE	3,707	0	1,942	3,855
TOTAL 036-TORT LIABILITY	4,207	550	2,492	4,460

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	2014-2015 BUDGET	2015-2016 BUDGET
112-TRUST AND AGENCY				
112-5-4-410-6110 FICA	7,670	5,518	9,050	9,313
112-5-4-410-6130 IPERS	8,953	6,279	10,564	10,871
112-5-4-410-6150 GROUP INSURANCE	12,099	6,787	10,870	11,434
TOTAL 112-TRUST AND AGENCY	28,723	18,584	30,484	31,618
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TOTAL	204,822	130,334	240,192	250,488
PARK & RECREATION				
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001-GENERAL FUND				
001-5-4-430-6010 SALARIES AND WAGES	39,012	30,017	43,497	48,751
001-5-4-430-6210 DUES, MEMBERSHIP	736	440	600	600
001-5-4-430-6310 BUILDING MAINTENANCE	0	466	0	0
001-5-4-430-6320 BLDG/GROUNDS OPERATIONS	2,934	3,152	3,732	3,732
001-5-4-430-6371 UTILITY SERVICES/GAS, E	530	460	1,220	1,220
001-5-4-430-6373 TELEPHONE/OPERATIONS	2,436	1,450	2,500	2,500
001-5-4-430-6409 JANITORIAL EXPENSE	0	0	0	0
001-5-4-430-6498 CONTRACT PAYMENTS	22,814	7,241	5,400	4,500
001-5-4-430-6501 CHEMICALS	0	0	0	0
001-5-4-430-6504 MINOR EQUIPMENT	0	0	300	300
001-5-4-430-6506 OFFICE SUPPLIES	818	3,808	1,500	4,000
001-5-4-430-6508 POSTAGE AND SHIPPING	0	0	250	1,500
001-5-4-430-6520 RECREATION SUPPLIES	17,160	10,152	8,765	14,140
001-5-4-430-6522 SWIMMING	0	947	1,920	1,920
001-5-4-430-6523 ADULT SPORTS	590	1,356	2,350	1,350
001-5-4-430-6525 YOUTH SPORTS	9,383	6,155	12,835	13,470
001-5-4-430-6526 FITNESS	0	3,173	11,820	8,720
001-5-4-430-6599 MISC. SUPPLIES	0	0	0	0
001-5-4-430-6727 EQUIPMENT	0	0	0	0
001-5-4-430-6792 CAPITAL IMPROVEMENTS	405,075	23,156	42,200	0
001-5-4-430-6798 TEEN ACTIVITIES	0	0	3,450	0
TOTAL 001-GENERAL FUND	501,488	91,972	142,339	106,703
036-TORT LIABILITY				
036-5-4-430-6160 WORKMENS COMP.	250	275	275	303
036-5-4-430-64081 LIABILITY INSURANCE	1,435	0	752	3,411
TOTAL 036-TORT LIABILITY	1,685	275	1,027	3,714
112-TRUST AND AGENCY				
112-5-4-430-6110 FICA	2,790	2,115	3,328	3,730
112-5-4-430-6130 IPERS	3,471	2,273	3,885	4,354
112-5-4-430-6150 GROUP INSURANCE	6,966	4,161	7,134	7,852
TOTAL 112-TRUST AND AGENCY	13,227	8,550	14,347	15,936
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TOTAL PARK & RECREATION	516,400	100,797	157,713	126,353

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	2014-2015 BUDGET	2015-2016 BUDGET
CEMETERY				
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001-GENERAL FUND				
001-5-4-450-6010 SALARIES AND WAGES	74,364	48,799	71,445	80,884
001-5-4-450-6310 BUILDING MAINTENANCE	485	0	200	0
001-5-4-450-6320 BLDG/GROUNDS OPERATIONS	1,022	999	1,000	1,000
001-5-4-450-6331 MOTOR OPERATION FUEL	2,000	1,254	2,000	2,500
001-5-4-450-6332 REPAIR/MAINTENANCE-VEHI	1,197	794	1,500	1,500
001-5-4-450-6498 CONTRACT PAYMENTS	5,541	2,834	16,000	9,000
001-5-4-450-6501 CHEMICALS	0	0	0	0
001-5-4-450-6504 MINOR EQUIPMENT	136	190	500	500
001-5-4-450-6521 MOTOR VEHICLE MAINT. SU	350	448	1,000	1,000
001-5-4-450-6529 UNIFORMS	298	277	300	300
001-5-4-450-6599 MISC. SUPPLIES	1,277	724	1,000	1,000
001-5-4-450-6727 EQUIPMENT	7,900	0	0	0
TOTAL 001-GENERAL FUND	94,571	56,319	94,945	97,684
036-TORT LIABILITY				
036-5-4-450-6160 WORKMENS COMP.	2,241	2,465	2,465	2,712
036-5-4-450-64081 LIABILITY INSURANCE	2,257	0	1,183	1,666
TOTAL 036-TORT LIABILITY	4,498	2,465	3,648	4,378
112-TRUST AND AGENCY				
112-5-4-450-6110 FICA	5,372	3,326	5,466	6,188
112-5-4-450-6130 IPERS	6,563	4,160	6,380	7,223
112-5-4-450-6150 GROUP INSURANCE	9,633	4,719	9,940	9,387
TOTAL 112-TRUST AND AGENCY	21,569	12,205	21,786	22,798
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TOTAL CEMETERY	120,638	70,989	120,379	124,860
TOWN HALL				
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022-CIVIC CENTER				
022-5-4-460-6310 BUILDING MAINTENANCE	859	704	1,000	1,600
022-5-4-460-6371 UTILITY SERVICES/GAS, E	6,031	2,622	3,000	5,000
022-5-4-460-6373 TELEPHONE/OPERATIONS	442	334	500	500
022-5-4-460-6409 JANITORIAL EXPENSE	2,685	1,570	2,700	2,700
022-5-4-460-6599 MISC. SUPPLIES	230	34	100	0
022-5-4-460-6792 CAPITAL IMPROVEMENTS	15,715	8,665	10,286	7,512
TOTAL 022-CIVIC CENTER	25,963	13,930	17,586	17,312
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TOTAL TOWN HALL	25,963	13,930	17,586	17,312

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	2014-2015 BUDGET	2015-2016 BUDGET
COMM & CULTURAL DEVEL				
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001-GENERAL FUND				
001-5-4-470-6599 MISC. SUPPLIES	0	0	0	0
001-5-4-470-6601 HHTD FIREWORKS	12,500	37,500	40,000	40,000
001-5-4-470-6602 HHTD INFLATABLES	9,750	12,000	11,500	11,000
001-5-4-470-6603 HHTD MISCELLANEOUS	3,974	6,168	4,000	19,000
001-5-4-470-6604 SUMMER CONCERTS	3,000	500	600	0
001-5-4-470-6605 COMMUNITY EVENTS	2,060	0	0	0
001-5-4-470-6792 CAPITAL IMPROVEMENTS	2,128	2,128	1,000	0
TOTAL 001-GENERAL FUND	33,412	58,296	57,100	70,000
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TOTAL COMM & CULTURAL DEVEL	33,412	58,296	57,100	70,000
ECONOMIC DEVELOPMENT				
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001-GENERAL FUND				
001-5-5-520-6211 DUES CEDCO	0	6,223	6,223	6,223
001-5-5-520-6212 DUES ICAD	2,750	0	2,750	2,750
001-5-5-520-6213 NATIONAL PARK SERVICE	0	0	0	7,500
001-5-5-520-6214 DUES MAIN STREET	18,500	18,500	18,500	18,500
001-5-5-520-6498 CONTRACT PAYMENTS	1,997	10,774	11,007	0
TOTAL 001-GENERAL FUND	23,247	35,497	38,480	34,973
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TOTAL ECONOMIC DEVELOPMENT	23,247	35,497	38,480	34,973
MAYOR AND COUNCIL				
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001-GENERAL FUND				
001-5-6-610-6020 PART TIME	6,760	5,720	7,500	7,500
001-5-6-610-6230 TRAINING AND EDUCATION	0	777	3,250	3,250
001-5-6-610-6241 MILEAGE	120	0	500	500
TOTAL 001-GENERAL FUND	6,880	6,497	11,250	11,250
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112-TRUST AND AGENCY				
112-5-6-610-6110 FICA	351	335	574	574
112-5-6-610-6130 IPERS	214	125	100	224
TOTAL 112-TRUST AND AGENCY	565	461	674	798
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TOTAL MAYOR AND COUNCIL	7,445	6,957	11,924	12,048

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	2014-2015 BUDGET	2015-2016 BUDGET
CLERK & TREASURER =====				
001-GENERAL FUND				
001-5-6-620-6010 SALARIES AND WAGES	55,241	35,451	52,232	56,034
001-5-6-620-6170 JOB INSURANCE	0	0	0	0
001-5-6-620-6210 DUES, MEMBERSHIP	3,528	3,638	3,500	4,000
001-5-6-620-6230 TRAINING AND EDUCATION	7,135	2,968	3,000	5,420
001-5-6-620-6240 TRAVEL AND CONFERENCE	4,925	3,014	3,000	4,000
001-5-6-620-6310 BUILDING MAINTENANCE	606	722	1,000	1,000
001-5-6-620-6331 MOTOR OPERATION FUEL	0	0	0	0
001-5-6-620-6332 REPAIR/MAINTENANCE-VEHI	0	0	0	0
001-5-6-620-6371 UTILITY SERVICES/GAS, E	3,621	1,948	4,000	4,000
001-5-6-620-6373 TELEPHONE/OPERATIONS	2,860	2,027	5,000	5,000
001-5-6-620-6400 BANKING EXPENSES	0	0	0	0
001-5-6-620-6401 AUDITING EXPENSE	9,951	0	10,000	10,000
001-5-6-620-6409 JANITORIAL EXPENSE	1,653	554	1,250	1,250
001-5-6-620-6414 ADVERTISEMENT & LEGAL P	0	0	0	0
001-5-6-620-6419 TECHNOLOGY SERVICES	10,171	240	3,985	3,985
001-5-6-620-6440 ELECTIONS	1,499	0	1,688	1,688
001-5-6-620-6490 CONSULTANT AND PROF. FE	4,325	3,570	12,207	17,793
001-5-6-620-6492 BUILDING INSPECTIONS	4,166	2,135	4,453	4,453
001-5-6-620-6498 CONTRACT PAYMENTS	11,442	7,411	8,646	11,996
001-5-6-620-6499 MISC. CONTRACT WORK	0	0	0	0
001-5-6-620-6506 OFFICE SUPPLIES	4,805	2,028	3,500	3,500
001-5-6-620-6508 POSTAGE AND SHIPPING	2,042	1,221	2,000	2,500
001-5-6-620-65081 POSTAGE MACHINE	1,237	874	1,777	1,777
001-5-6-620-6591 HOOVERS HOMETOWN DAYS	0	0	0	0
001-5-6-620-6599 MISC. SUPPLIES	0	0	0	0
001-5-6-620-6721 FURNITURE AND FIXTURES	0	0	0	0
001-5-6-620-6725 OFFICE EQUIPMENT	0	0	0	0
001-5-6-620-6793 POLICY ADMIN./DEVELOPME	0	0	0	0
001-5-6-620-6801 PRINCIPAL	0	0	0	0
001-5-6-620-6851 INTEREST/COUPONS	0	0	0	0
TOTAL 001-GENERAL FUND	129,207	67,800	121,238	138,396
036-TORT LIABILITY				
036-5-6-620-6160 WORKMENS COMP.	1,089	1,198	1,198	1,318
036-5-6-620-6408 LIABILITY INSURANCE	4,670	0	7,144	4,662
TOTAL 036-TORT LIABILITY	5,759	1,198	8,342	5,980
112-TRUST AND AGENCY				
112-5-6-620-6110 FICA	4,045	2,482	3,996	4,287
112-5-6-620-6130 IPERS	4,925	2,864	4,665	5,004
112-5-6-620-6150 GROUP INSURANCE	6,397	2,516	4,979	3,848
TOTAL 112-TRUST AND AGENCY	15,366	7,862	13,640	13,139
TOTAL CLERK & TREASURER	150,332	76,859	143,220	157,515

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	2014-2015 BUDGET	2015-2016 BUDGET
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LEGAL SERVICES

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001-GENERAL FUND

001-5-6-640-6414	ADVERTISEMENT & LEGAL P	7,861	5,580	9,642	10,000
001-5-6-640-6490	CONSULTANT AND PROF. FE	33,066	31,360	36,149	71,484
TOTAL 001-GENERAL FUND		40,926	36,940	45,791	81,484

TOTAL LEGAL SERVICES	40,926	36,940	45,791	81,484
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TORT LIABILITY

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001-GENERAL FUND

001-5-6-660-6801	PRINCIPAL	0	0	0	0
001-5-6-660-6851	INTEREST/COUPONS	0	0	0	0
TOTAL 001-GENERAL FUND		0	0	0	0

TOTAL TORT LIABILITY	0	0	0	0
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BONDING

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226-GO DEBT SERVICE

226-5-7-700-6801	PRINCIPAL -FIRE LOAN	95,001	99,412	99,013	0
226-5-7-700-6802	PRINCIPAL-CITY HALL LOA	0	0	0	0
226-5-7-700-6803	PRINCIPAL- LAWSUIT LOAN	113,021	12,848	41,579	48,069
226-5-7-700-6804	PRINCIPAL - GO EQUIPMEN	74,682	0	74,682	0
226-5-7-700-6805	PRINCIPAL-GO PROPERTY A	0	0	40,000	166,494
226-5-7-700-6806	PRINCIPAL- GO BOND SERI	41,986	0	32,655	160,000
226-5-7-700-6851	INTEREST- FIRE LOAN	5,374	1,229	1,759	0
226-5-7-700-6852	INTEREST-CITY HALL LOAN	0	0	0	0
226-5-7-700-6853	INTEREST-LAWSUIT LOAN	7,040	5,545	6,549	10,505
226-5-7-700-6854	INTEREST - GO EQUIPMENT	3,384	653	1,307	0
226-5-7-700-6855	INTEREST-GO PROPERTY AC	0	0	6,669	10,995
226-5-7-700-6856	INTEREST-GO BOND SERIES	0	21,120	0	40,190
TOTAL 226-GO DEBT SERVICE		340,488	140,807	304,213	436,253

TOTAL BONDING	340,488	140,807	304,213	436,253
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TIF DEBT SERVICE

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DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	2014-2015 BUDGET	2015-2016 BUDGET
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125-T I F				
125-5-5-710-6801 PRINCIPAL	25,810	0	25,810	0
125-5-5-710-6851 INTEREST/COUPONS	11,577	0	11,577	0
125-5-5-710-6855 TIF REBATES	0	0	0	0
TOTAL 125-T I F	37,387	0	37,387	0
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TOTAL TIF DEBT SERVICE	37,387	0	37,387	0
CAPITAL IMPROVEMENT				
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TOTAL CAPITAL IMPROVEMENT	0	0	0	0
CAPITAL PROJECT				
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121-OPTION TAX				
121-5-7-751-6420 OPTION TAX	0	0	0	330,000
TOTAL 121-OPTION TAX	0	0	0	330,000
301-REAP GRANT PROJECT				
301-5-8-751-6490 CONSULTANT & PROF. FEES	0	0	0	0
301-5-8-751-6498 CONTRACT PAYMENTS	0	0	0	0
TOTAL 301-REAP GRANT PROJECT	0	0	0	0
302-PARKSIDE DR IMP CAP PROJ				
302-5-8-751-6490 CONSULTANT AND PROF. FE	0	0	18,750	0
302-5-8-751-6498 CONTRACT PAYMENTS	0	0	165,562	0
TOTAL 302-PARKSIDE DR IMP CAP PROJ	0	0	184,312	0
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TOTAL CAPITAL PROJECT	0	0	184,312	330,000
DEPT 762				
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TOTAL DEPT 762	0	0	0	0
DEPT 810				
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BUDGET PRESENTATION

AS OF: FEBRUARY 28TH, 2015

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	2014-2015 BUDGET	2015-2016 BUDGET
600-WATER FUND				
600-5-9-810-6010 SALARIES AND WAGES	87,104	69,895	105,160	110,456
600-5-9-810-6020 PART TIME	0	0	0	0
600-5-9-810-6110 FICA	6,117	4,602	8,045	8,450
600-5-9-810-6130 IPERS	7,743	5,729	9,391	9,864
600-5-9-810-6150 GROUP INSURANCE	14,886	9,811	16,695	15,422
600-5-9-810-6160 WORKMENS COMP.	3,602	1,986	3,962	3,962
600-5-9-810-6170 JOB INSURANCE	0	0	0	0
600-5-9-810-6210 DUES, MEMBERSHIP	1,248	578	2,000	1,500
600-5-9-810-6230 TRAINING AND EDUCATION	3,179	2,166	3,000	1,500
600-5-9-810-6240 TRAVEL AND CONFERENCE	17	380	750	500
600-5-9-810-6310 BUILDING MAINTENANCE	1,701	3,666	3,000	2,000
600-5-9-810-6320 BLDG/GROUNDS OPERATIONS	3,288	3,719	3,000	2,000
600-5-9-810-6331 MOTOR OPERATION FUEL	4,000	1,168	4,500	4,000
600-5-9-810-6332 REPAIR/MAINTENANCE-VEHI	251	663	1,000	1,000
600-5-9-810-6350 EQUIPMENT REPAIR	500	0	500	500
600-5-9-810-6371 UTILITY SERVICES/GAS, E	32,445	18,247	32,000	32,000
600-5-9-810-6373 TELEPHONE/OPERATIONS	1,562	1,857	1,800	2,000
600-5-9-810-64081 LIABILITY INSURANCE	12,219	0	5,192	5,192
600-5-9-810-6412 LAB ANALYSIS	1,332	972	2,000	2,000
600-5-9-810-6418 SALES TAX	25,426	16,148	25,000	25,000
600-5-9-810-6419 TECHNOLOGY SERVICES	0	0	0	0
600-5-9-810-6420 OPTION TAX	0	0	0	0
600-5-9-810-6490 CONSULTANT AND PROF. FE	2,173	5,086	5,000	2,500
600-5-9-810-6497 CONTRACT WORK BACKHOE	0	0	0	0
600-5-9-810-6498 CONTRACT PAYMENTS	277	320	500	500
600-5-9-810-6501 CHEMICALS	17,616	12,819	16,000	15,000
600-5-9-810-6506 OFFICE SUPPLIES	393	31	250	250
600-5-9-810-6508 POSTAGE AND SHIPPING	2,250	1,221	2,000	2,250
600-5-9-810-6521 MOTOR VEHICLE MAINT. SU	0	0	500	0
600-5-9-810-6529 UNIFORMS	232	296	350	350
600-5-9-810-6590 MISCELLANEOUS COMMODITI	0	0	0	0
600-5-9-810-6598 WATER DEPOSIT REFUNDS	4,006	2,301	3,000	4,000
600-5-9-810-6599 MISC. SUPPLIES	22,006	21,130	20,000	7,500
600-5-9-810-6722 OTHER EQUIPMENT:PLANT M	15,864	2,900	10,000	7,500
600-5-9-810-6727 EQUIPMENT	684	0	13,060	6,250
600-5-9-810-6783 UTILITIES SYSTEM-REPLAC	103,215	19,957	123,177	100,000
600-5-9-810-6791 EQUIPMENT MAINTENANCE	1,500	0	1,500	0
600-5-9-810-6796 CAPITAL SYSTEM SET ASID	0	0	30,000	20,000
600-5-9-810-6797 CAPITAL EQUIPMENT SET A	0	0	6,940	10,000
600-5-9-810-6801 PRINCIPAL	22,535	0	36,535	0
600-5-9-810-6851 INTEREST/COUPONS	9,657	0	4,038	0
TOTAL 600-WATER FUND	409,028	207,648	499,845	403,446

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	2014-2015 BUDGET	2015-2016 BUDGET
603-WATER SINKING FUND				
603-5-9-810-6801 PRINCIPAL	43,000	0	45,000	45,000
603-5-9-810-6851 INTEREST/COUPONS	21,873	9,450	20,475	20,013
TOTAL 603-WATER SINKING FUND	64,873	9,450	65,475	65,013
610-SEWER FUND				
610-5-9-810-64181 LOCAL OPTION SALES TAX	4,238	2,691	0	0
TOTAL 610-SEWER FUND	4,238	2,691	0	0
<hr/>				
TOTAL DEPT 810	478,138	219,790	565,320	468,459
SEWER OPERATING				
=====				
610-SEWER FUND				
610-5-9-815-6010 SALARIES AND WAGES	75,726	64,255	97,352	103,184
610-5-9-815-6020 PART TIME	990	634	0	0
610-5-9-815-6110 FICA	5,419	4,297	7,448	7,894
610-5-9-815-6130 IPERS	6,815	5,335	8,694	9,215
610-5-9-815-6150 GROUP INSURANCE	11,946	8,416	13,706	12,279
610-5-9-815-6160 WORKMENS COMP.	2,687	1,627	2,956	1,790
610-5-9-815-6170 JOB INSURANCE	0	0	0	0
610-5-9-815-6210 DUES, MEMBERSHIP	493	328	750	750
610-5-9-815-6230 TRAINING AND EDUCATION	940	750	750	1,000
610-5-9-815-6240 TRAVEL AND CONFERENCE	166	500	500	500
610-5-9-815-6310 BUILDING MAINTENANCE	1,182	1,000	1,000	1,000
610-5-9-815-6320 BLDG/GROUNDS OPERATIONS	5,163	3,417	3,500	3,500
610-5-9-815-6331 MOTOR OPERATION FUEL	3,130	2,143	4,500	4,417
610-5-9-815-6332 REPAIR/MAINTENANCE-VEHI	242	22	250	1,000
610-5-9-815-6350 EQUIPMENT REPAIR	0	0	1,000	1,000
610-5-9-815-63501 REPAIRS-RADIOS	0	0	0	0
610-5-9-815-6371 UTILITY SERVICES/GAS, E	19,898	10,978	20,000	20,000
610-5-9-815-6373 TELEPHONE/OPERATIONS	1,562	1,857	1,800	2,000
610-5-9-815-64081 LIABILITY INSURANCE	10,630	0	3,444	6,442
610-5-9-815-6412 LAB ANALYSIS	7,616	4,547	8,500	8,500
610-5-9-815-6418 SALES TAX	0	0	0	0
610-5-9-815-64181 LOCAL OPTION SALES TAX	0	0	0	0
610-5-9-815-6490 CONSULTANT AND PROF. FE	13,226	12,222	20,000	10,000
610-5-9-815-6498 CONTRACT PAYMENTS	277	95	0	0
610-5-9-815-6499 MISC. CONTRACT WORK	2,276	2,018	1,500	1,500
610-5-9-815-6501 CHEMICALS	0	0	250	250
610-5-9-815-6504 MINOR EQUIPMENT	10	0	500	500
610-5-9-815-6506 OFFICE SUPPLIES	0	0	0	250
610-5-9-815-6508 POSTAGE AND SHIPPING	3,501	2,032	3,500	3,500
610-5-9-815-6510 SAFETY EQUIPMENT	556	886	1,300	1,300
610-5-9-815-6521 MOTOR VEHICLE MAINT. SU	0	0	0	1,000
610-5-9-815-6529 UNIFORMS	314	80	350	350
610-5-9-815-6599 MISC. SUPPLIES	3,755	1,859	3,000	3,000

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	2014-2015 BUDGET	2015-2016 BUDGET
610-5-9-815-6727 EQUIPMENT	495	0	13,060	6,250
610-5-9-815-6762 MANHOLE REPAIR	0	0	0	0
610-5-9-815-6781 CAPITAL IMPROV. LINE CL	534	0	2,000	2,000
610-5-9-815-6783 UTILITIES SYSTEM-REPLAC	343,108	103,041	64,971	65,000
610-5-9-815-6790 CAPITAL EQUIPMENT	0	0	6,940	10,000
610-5-9-815-6794 LAB EQUIP./REQUIREMENTS	0	0	250	0
610-5-9-815-6801 PRINCIPAL	60,000	0	60,000	0
610-5-9-815-6851 INTEREST/COUPONS	27,225	0	26,125	0
TOTAL 610-SEWER FUND	609,882	232,339	379,896	289,371
614-WASTEWATER LIFT STATION				
614-5-9-815-6490 CONSULTANT AND PROF. FE	1,000	0	0	0
614-5-9-815-6498 CONTRACT PAYMENTS	427,500	0	0	0
TOTAL 614-WASTEWATER LIFT STATION	428,500	0	0	0
<hr/>				
TOTAL SEWER OPERATING	1,038,381	232,339	379,896	289,371
SOLID WASTE				
=====				
001-GENERAL FUND				
001-5-2-840-6413 LANDFILL	11,147	12,739	12,500	13,000
001-5-2-840-6430 TIPPING FEE	0	0	0	0
001-5-2-840-6498 CONTRACT PAYMENTS	46,495	35,791	52,000	55,000
TOTAL 001-GENERAL FUND	57,642	48,531	64,500	68,000
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TOTAL SOLID WASTE	57,642	48,531	64,500	68,000
LOCAL CABLE ACCESS				
=====				
001-GENERAL FUND				
001-5-4-855-6010 SALARIES AND WAGES	13,210	10,476	16,157	16,588
001-5-4-855-6230 TRAINING AND EDUCATION	0	0	1,000	1,000
001-5-4-855-6310 BUILDING MAINTENANCE	0	0	0	0
001-5-4-855-6350 EQUIPMENT REPAIR	0	0	0	0
001-5-4-855-6371 UTILITY SERVICES/GAS, E	1,200	700	1,400	1,400
001-5-4-855-6373 TELEPHONE/OPERATIONS	1,382	745	1,000	1,000
001-5-4-855-64083 COMMERCIAL PROPERTY INS	200	0	220	0
001-5-4-855-6414 ADVERTISEMENT & LEGAL P	0	0	0	0
001-5-4-855-6498 CONTRACT PAYMENTS	2,850	1,350	2,000	2,500
001-5-4-855-6504 MINOR EQUIPMENT	478	0	0	0
001-5-4-855-6506 OFFICE SUPPLIES	130	0	0	0
001-5-4-855-6508 POSTAGE AND SHIPPING	0	0	0	0
001-5-4-855-6526 PROGRAMMING	0	0	0	0
001-5-4-855-6599 MISC. SUPPLIES	1,322	0	0	0
001-5-4-855-6725 OFFICE EQUIPMENT	0	0	0	0
001-5-4-855-6727 EQUIPMENT	2,637	684	4,443	3,512
TOTAL 001-GENERAL FUND	23,410	13,955	26,220	26,000

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	2014-2015 BUDGET	2015-2016 BUDGET
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112-TRUST AND AGENCY				
112-5-4-855-6110 FICA	985	759	1,236	1,269
112-5-4-855-6130 IPERS	1,173	874	1,443	1,482
112-5-4-855-6150 GROUP INSURANCE	2,508	1,186	2,708	2,849
TOTAL 112-TRUST AND AGENCY	4,666	2,819	5,387	5,600
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TOTAL LOCAL CABLE ACCESS	28,076	16,775	31,607	31,600
COMMISSION =====				
001-GENERAL FUND				
001-5-1-856-6447 ANIMAL CONTROL	0	0	500	0
001-5-4-856-6445 LOCAL CABLE	0	0	0	0
001-5-5-856-6446 PLANNING & ZONING	24,794	8,243	25,000	25,000
TOTAL 001-GENERAL FUND	24,794	8,243	25,500	25,000
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TOTAL COMMISSION	24,794	8,243	25,500	25,000
STORM WATER UTILITY =====				
740-STORM WATER UTILITY				
740-5-9-865-6783 UTILITIES SYSTEM-STORM	0	3,128	40,000	90,000
TOTAL 740-STORM WATER UTILITY	0	3,128	40,000	90,000
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TOTAL STORM WATER UTILITY	0	3,128	40,000	90,000
NON-DEPARTMENTAL =====				
001-GENERAL FUND				
001-5-0-950-9100 TRANSFERS OUT	0	0	184,312	45,000
TOTAL 001-GENERAL FUND	0	0	184,312	45,000
031-LIBRARY				
031-5-0-950-9100 TRANSFERS OUT	0	1,349	0	0
TOTAL 031-LIBRARY	0	1,349	0	0
110-ROAD USE TAX				
110-5-0-950-9100 TRANSFERS OUT	0	0	0	0
TOTAL 110-ROAD USE TAX	0	0	0	0

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	2014-2015 BUDGET	2015-2016 BUDGET
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112-TRUST AND AGENCY				
112-5-0-950-9100 TRANSFERS OUT	0	0	0	0
TOTAL 112-TRUST AND AGENCY	0	0	0	0
119-EMERGENCY TAX FUND				
119-5-0-950-9100 TRANSFERS OUT	35,018	0	35,171	34,623
TOTAL 119-EMERGENCY TAX FUND	35,018	0	35,171	34,623
121-OPTION TAX				
121-5-0-950-9100 TRANSFERS OUT	147,968	105,418	165,000	0
TOTAL 121-OPTION TAX	147,968	105,418	165,000	0
125-T I F				
125-5-0-950-9100 TRANSFERS OUT	0	0	0	202,949
TOTAL 125-T I F	0	0	0	202,949
501-KROUTH PRINCIPAL FUND				
501-5-0-950-9100 TRANSFERS OUT	1,349	0	0	0
TOTAL 501-KROUTH PRINCIPAL FUND	1,349	0	0	0
502-KROUTH INTEREST FUND				
502-5-0-950-9100 TRANSFERS OUT	0	0	0	0
TOTAL 502-KROUTH INTEREST FUND	0	0	0	0
600-WATER FUND				
600-5-0-950-9100 TRANSFERS OUT	64,380	44,640	67,000	120,964
TOTAL 600-WATER FUND	64,380	44,640	67,000	120,964
610-SEWER FUND				
610-5-0-950-9100 TRANSFERS OUT	0	21,120	0	90,525
TOTAL 610-SEWER FUND	0	21,120	0	90,525
950-BC/BS FLEXIBLE BENEFIT				
950-5-0-950-9199 EMPLOYEE FLEX EXPENSE	4,932	1,415	0	0
TOTAL 950-BC/BS FLEXIBLE BENEFIT	4,932	1,415	0	0
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TOTAL NON-DEPARTMENTAL	253,646	173,943	451,483	494,061
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TOTAL EXPENDITURES	4,361,424	2,051,123	4,092,580	4,221,879
	=====	=====	=====	=====

16-142

Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2015 - ENDING JUNE 30, 2016

The City of: West Branch County Name: CEDAR & JOHNSON Date Budget Adopted: _____
(Date) xxxxxx

At a meeting of the City Council, held after the public hearing as required by law, as specified above, the proposed budget was adopted as summarized and attached hereto, and tax levies, as itemized below, were approved for all taxable property of this City. There is attached a Long Term Debt Schedule Form 703 for the debt service needs, if any.

County Auditor Date Stamp	Telephone Number	Signature
	January 1, 2014 Property Valuations	Last Official Census
Regular	2a <u>128,233,652</u>	2b <u>126,927,341</u>
DEBT SERVICE	3a <u>128,233,652</u>	3b <u>126,927,341</u>
Ag Land	4a <u>503,986</u>	2,322

Code		Dollar			(A)	(B)	(C)	
Sec.	Limit	Purpose			Request with Utility Replacement	Property Taxes Levied	Rate	
384.1	8.10000	Regular General levy	5		1,038,693	1,028,111	43 8.10000	
Non-Voted Other Permissible Levies								
12(8)	0.67500	Contract for use of Bridge	6			0	44 0	
12(10)	0.95000	Opr & Maint publicly owned Transit	7			0	45 0	
12(11)	Amt Nec	Rent, Ins. Maint of Civic Center	8			0	46 0	
12(12)	0.13500	Opr & Maint of City owned Civic Center	9	17,312		17,135	47 0.13500	
12(13)	0.06750	Planning a Sanitary Disposal Project	10			0	48 0	
12(14)	0.27000	Aviation Authority (under sec.330A.15)	11			0	49 0	
12(15)	0.06750	Levee Impr. fund in special charter city	13			0	51 0	
12(17)	Amt Nec	Liability, property & self insurance costs	14	77,621		76,830	52 0.60531	
12(21)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.	462	8,400		8,315	465 0.06551	
Voted Other Permissible Levies								
12(1)	0.13500	Instrumental/Vocal Music Groups	15			0	53 0	
12(2)	0.81000	Memorial Building	16			0	54 0	
12(3)	0.13500	Symphony Orchestra	17			0	55 0	
12(4)	0.27000	Cultural & Scientific Facilities	18			0	56 0	
12(5)	As Voted	County Bridge	19			0	57 0	
12(6)	1.35000	Missi or Missouri River Bridge Const.	20			0	58 0	
12(9)	0.03375	Aid to a Transit Company	21			0	59 0	
12(16)	0.20500	Maintain Institution received by gift/devise	22			0	60 0	
12(18)	1.00000	City Emergency Medical District	463			0	466 0	
12(20)	0.27000	Support Public Library	23			0	61 0	
28E.22	1.50000	Unified Law Enforcement	24			0	62 0	
Total General Fund Regular Levies (5 thru 24)					25	1,142,026	1,130,391	
384.1	3.00375	Ag Land	26		1,514	1,514	63 3.00375	
Total General Fund Tax Levies (25 + 26)					27	1,143,540	1,131,905	Do Not Add
Special Revenue Levies								
384.8	0.27000	Emergency (if general fund at levy limit)	28	34,623		34,270	64 0.27000	
384.6	Amt Nec	Police & Fire Retirement	29			0	0	
	Amt Nec	FICA & IPERS (if general fund at levy limit)	30	185,913		184,019	1.44980	
Rules	Amt Nec	Other Employee Benefits	31			0	0	
Total Employee Benefit Levies (29,30,31)					32	185,913	184,019	1.44980
Sub Total Special Revenue Levies (28+32)					33	220,536	218,289	
Valuation								
386	As Req	With Gas & Elec	Without Gas & Elec					
	SSMID 1 (A)	(B)		34		0	66 0	
	SSMID 2 (A)	(B)		35		0	67 0	
	SSMID 3 (A)	(B)		36		0	68 0	
	SSMID 4 (A)	(B)		37		0	69 0	
	SSMID 5 (A)	(B)		555		0	565 0	
	SSMID 6 (A)	(B)		556		0	566 0	
	SSMID 7 (A)	(B)		1177		0	0	
Total SSMID					38	0	0	Do Not Add
Total Special Revenue Levies					39	220,536	218,289	
384.4	Amt Nec	Debt Service Levy 76.10(6)	40	252,390	40	249,818	70 1.96820	
384.7	0.67500	Capital Projects (Capital Improv. Reserve)	41		41	0	71 0	
Total Property Taxes (27+39+40+41)					42	1,616,466	1,600,012	72 12.59382

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:
 Budgets that **DO NOT** meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

- 1) The prescribed Notice of Public Hearing Budget Estimate (Form 631.1) was lawfully published, or posted if applicable, and notarized, filed proof was evidenced.
- 2) Budget hearing notices were published or posted not less than 10 days, nor more than 20 days, prior to the budget hearing.
- 3) Adopted property taxes do not exceed published or posted amounts.
- 4) Adopted expenditures do not exceed published or posted amounts in each of the nine program areas, or in total.
- 5) The budget file uploaded to the SUBMIT Area matched the paper copy certified by the city to this office.

CHECK CITY VALUATIONS
Taxable Valuations By Class By Levy Authority

Commercial & Industrial Replacement Claim Estimation

This sheet has been designed to allow each city to estimate the amount of property tax reimbursement that will be received from the State for each fund.

The City of West Branch

	(A) Commercial - Non-TIF	(B) Commerical - TIF	(C) Industrial - Non-TIF	(D) Industrial - TIF
1 Taxable	50,755,648	0	12,842,370	0
2 Assessed	56,395,165	0	14,269,300	0

REPLACEMENT \$		FILLS TO:
3 General Fund	\$62,933	REVENUES, LINE 18, COL (C)
4 Special Fund	\$12,153	REVENUES, LINE 18, COL (D)
5 Debt Fund	\$13,908	REVENUES, LINE 18, COL (F)
6 Capital Reserve Fund	\$0	REVENUES, LINE 18, COL (G)

* Please input the amount of revenue being received from State of Iowa sources in the form of grants or reimbursements below. Separate the revenues by fund receiving the money. The information below will flow to REVENUES line 18.

	(A) General	(B) Special Revenue	(C) TIF Sp. Revenue	(D) Debt Service	(E) Capital Projects	(F) Proprietary
Other State Grants & Reimbursements	18					

Amount of Backfill to Remove from Request	
General Fund	0
Special Fund	0
Debt Service	0
Cap Res Fund	0

Enter the totals from the lines of COLUMN A on the CERT tab before changing requests.

GENERAL FUND	
Line 27	\$1,206,473
	-\$1,206,473

SPECIAL FUND	
Line 33	\$232,689
	-\$232,689

DEBT SERVICE	
Line 40	\$266,298
	-\$266,298

CAPITAL RESERVE	
Line 41	\$0
	\$0

Commercial & Industrial Replacement Claim Estimation

For SSMIDs

The City of West Branch

SSMID 1		(A)	(B)	Replacement \$
		Commercial - Reg	Industrial - Reg	
1	Taxable			
2	Assessed			\$0

REPLACEMENT \$		
1	Special Fund	\$0

SSMID 2		(A)	(B)	Replacement \$
		Commercial - Reg	Industrial - Reg	
1	Taxable			
2	Assessed			\$0

SSMID 3		(A)	(B)	Replacement \$
		Commercial - Reg	Industrial - Reg	
1	Taxable			
2	Assessed			\$0

SSMID 4		(A)	(B)	Replacement \$
		Commercial - Reg	Industrial - Reg	
1	Taxable			
2	Assessed			\$0

SSMID 5		(A)	(B)	Replacement \$
		Commercial - Reg	Industrial - Reg	
1	Taxable			
2	Assessed			\$0

SSMID 6		(A)	(B)	Replacement \$
		Commercial - Reg	Industrial - Reg	
1	Taxable			
2	Assessed			\$0

SSMID 7		(A)	(B)	Replacement \$
		Commercial - Reg	Industrial - Reg	
1	Taxable			
2	Assessed			\$0

Fund Balance Worksheet for City of

West Branch

(1) *Annual Report FY 2014			General (A)	Special Rev (B)	TIF Special Rev (C)	Debt Serv (D)	Capt Proj (E)	Permanent (G)	Total Government (H)	Proprietary (I)	Grand Total (J)
Beginning Fund Balance July 1 (pg 5, line 134) *	1		790,445	187,215	208,087	32,670	0	155,843	1,374,260	1,251,037	2,625,297
Actual Revenues Except Beg Bal (pg 5, line 132) *	2		2,170,157	534,595	36,911	341,857	0	1,536	3,085,056	758,549	3,843,605
Actual Expenditures Except End Bal (pg 12, line 259) *	3		1,915,607	475,075	37,387	340,488	0	1,349	2,769,906	1,580,900	4,350,806
Ending Fund Balance June 30 (pg 12, line 261) *	4		1,044,995	246,735	207,611	34,039	0	156,030	1,689,410	428,686	2,118,096
(2) ** Re-Estimated FY 2015			General	Spec Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	Tot Govt	Proprietary	Grand Total
Beginning Fund Balance	5		1,044,995	246,735	207,611	34,039	0	156,030	1,689,410	428,686	2,118,096
Re-Est Revenues	6		1,763,163	584,808	215	477,298	259,312	2,000	3,086,796	875,584	3,962,380
Re-Est Expenditures	7		2,379,167	618,186	74,774	468,298	259,312	0	3,799,737	1,027,216	4,826,953
Ending Fund Balance	8		428,991	213,357	133,052	43,039	0	158,030	976,469	277,054	1,253,523
(3) ** Budget FY 2016			General	Spec Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	Tot Govt	Proprietary	Grand Total
Beginning Fund Balance	9		428,991	213,357	133,052	43,039	0	158,030	976,469	277,054	1,253,523
Revenues	10		1,816,166	642,689	150,000	450,161	0	2,000	3,061,016	984,319	4,045,335
Expenditures	11		1,914,827	645,918	165,562	436,253	0	0	3,162,560	1,059,319	4,221,879
Ending Fund Balance	12		330,330	210,128	117,490	56,947	0	160,030	874,925	202,054	1,076,979

* The figures in section (1) are taken from FORM F-66(IA-2) STATE OF IOWA FINANCIAL REPORT FOR FISCAL YEAR ENDED JUNE 30,

2014

** The remaining two sections are filled in by the software once ALL worksheets are completed.

CITY OF West Branch

As provided in Iowa Code Section 384.12, subsection 22, a city may levy the amount necessary in support of a local Emergency Management Commission. In addition to this individual levy, Emergency Management Commission support may also be included as part of the General Fund Levy. Iowa Code Section 29C.17, subsection 5 states that any support from cities or counties must be separately reported on tax statements issued by the county treasurer.

Input the amount of General Fund Levy request to be used

	Request with Utility Replacement (A)	Property Taxes Levied (B)
1 Portion of General Fund Levy Used for Emerg. Mgmt. Comm.	<input style="width: 100px;" type="text" value="0"/>	<u>0</u>
2 Support of a Local Emerg.Mgmt.Comm.	8,400	8,315
3 TOTAL FOR FISCAL YEAR 2014	8,400	8,315

RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 1

RE-ESTIMATED Fiscal Year Ending

2015

Fiscal Years

GOVERNMENT ACTIVITIES		GENERAL	SPECIAL REVENUE	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	RE-ESTIMATED 2015	ACTUAL 2014
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
PUBLIC SAFETY										
Police Department/Crime Prevention	1	280,592	63,696						344,288	327,008
Jail	2								0	0
Emergency Management	3								0	0
Flood Control	4								0	0
Fire Department	5	651,873							651,873	227,181
Ambulance	6								0	0
Building Inspections	7								0	0
Miscellaneous Protective Services	8								0	0
Animal Control	9	5,000							5,000	2,252
Other Public Safety	10								0	0
TOTAL (lines 1 - 10)	11	937,465	63,696	0			0		1,001,161	556,441
PUBLIC WORKS										
Roads, Bridges, & Sidewalks	12	244,016	268,001						512,017	382,944
Parking - Meter and Off-Street	13								0	0
Street Lighting	14	40,000							40,000	39,614
Traffic Control and Safety	15								0	0
Snow Removal	16								0	0
Highway Engineering	17								0	0
Street Cleaning	18								0	0
Airport <i>(if not Enterprise)</i>	19								0	0
Garbage <i>(if not Enterprise)</i>	20	64,500							64,500	57,642
Other Public Works	21								0	0
TOTAL (lines 12 - 21)	22	348,516	268,001	0			0		616,517	480,200
HEALTH & SOCIAL SERVICES										
Welfare Assistance	23								0	0
City Hospital	24								0	0
Payments to Private Hospitals	25								0	0
Health Regulation and Inspection	26								0	0
Water, Air, and Mosquito Control	27								0	0
Community Mental Health	28								0	0
Other Health and Social Services	29								0	0
TOTAL (lines 23 - 29)	30	0	0	0			0		0	0
CULTURE & RECREATION										
Library Services	31	209,708	30,484						240,192	204,822
Museum, Band and Theater	32								0	0
Parks	33								0	516,400
Recreation	34	143,366	14,347						157,713	0
Cemetery	35	98,593	21,786						120,379	120,638
Community Center, Zoo, & Marina	36	17,586							17,586	54,039
Other Culture and Recreation	37	83,320	5,387						88,707	28,412
TOTAL (lines 31 - 37)	38	552,573	72,004	0			0		624,577	924,311

RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 2

		RE-ESTIMATED Fiscal Year Ending 2015						Fiscal Years		
GOVERNMENT ACTIVITIES CONT.		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	RE-ESTIMATED 2015	ACTUAL 2014
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
COMMUNITY & ECONOMIC DEVELOPMENT										
Community Beautification	39								0	0
Economic Development	40	38,480							38,480	23,247
Housing and Urban Renewal	41								0	0
Planning & Zoning	42	25,000							25,000	24,794
Other Com & Econ Development	43	76,200		37,387					113,587	37,387
	44									
TOTAL (lines 39 - 44)	45	139,680	0	37,387			0		177,067	85,428
GENERAL GOVERNMENT										
Mayor, Council, & City Manager	46	11,250	674						11,924	7,445
Clerk, Treasurer, & Finance Adm.	47	129,580	13,640						143,220	150,332
Elections	48								0	0
Legal Services & City Attorney	49	75,791							75,791	40,926
City Hall & General Buildings	50								0	0
Tort Liability	51								0	0
Other General Government	52								0	0
TOTAL (lines 46 - 52)	53	216,621	14,314	0			0		230,935	198,703
DEBT SERVICE	54				468,298				468,298	340,488
Gov Capital Projects	55					259,312			259,312	0
TIF Capital Projects	56								0	0
TOTAL CAPITAL PROJECTS	57	0	0	0		259,312	0		259,312	0
TOTAL Governmental Activities Expenditures (lines 11+22+30+38+44+52+53+54)	58	2,194,855	418,015	37,387	468,298	259,312	0		3,377,867	2,585,571
BUSINESS TYPE ACTIVITIES										
Proprietary: Enterprise & Budgeted ISF										
Water Utility	59							524,747	524,747	409,028
Sewer Utility	60							293,771	293,771	1,042,620
Electric Utility	61								0	0
Gas Utility	62								0	0
Airport	63								0	0
Landfill/Garbage	64								0	0
Transit	65								0	0
Cable TV, Internet & Telephone	66								0	0
Housing Authority	67								0	0
Storm Water Utility	68							15,000	15,000	0
Other Business Type (city hosp., ISF, parking, etc.)	69								0	0
Enterprise DEBT SERVICE	70								0	64,872
Enterprise CAPITAL PROJECTS	71								0	0
Enterprise TIF CAPITAL PROJECTS	72								0	0
TOTAL BUSINESS TYPE EXPENDITURES (lines 56 - 68)	73							833,518	833,518	1,516,520
TOTAL ALL EXPENDITURES (lines 58+74)	74	2,194,855	418,015	37,387	468,298	259,312	0	833,518	4,211,385	4,102,091
Regular Transfers Out	75	184,312	200,171					193,698	578,181	248,715
Internal TIF Loan Transfers Out	76			37,387					37,387	0
Total ALL Transfers Out	77	184,312	200,171	37,387	0	0	0	193,698	615,568	248,715
Total Expenditures and Other Fin Uses (lines 73+74)	78	2,379,167	618,186	74,774	468,298	259,312	0	1,027,216	4,826,953	4,350,806
Ending Fund Balance June 30	79	428,991	213,357	133,052	43,039	0	158,030	277,054	1,253,523	2,118,096

THE USE OF THE CONTINUING APPROPRIATION IS VOLUNTARY. SUCH EXPENDITURES DO NOT REQUIRE AN AMENDMENT. HOWEVER THE ORIGINAL AMOUNT OF THE CAPITAL PROJECT MUST HAVE APPEARED ON A PREVIOUS YEAR'S BUDGET TO OBTAIN THE SPENDING AUTHORITY. THE CONTINUING APPROPRIATION CAN NOT BE FOR A YEAR PRIOR TO THE ACTUAL YEAR. CONTINUING APPROPRIATIONS END WITH THE ACTUAL YEAR. SEE INSTRUCTIONS.

RE-ESTIMATED REVENUES DETAIL
RE-ESTIMATED Fiscal Year Ending 2015

Fiscal Years

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
REVENUES & OTHER FINANCING SOURCES		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	RE-ESTIMATED 2015	ACTUAL 2014
Taxes Levied on Property	1	1,159,659	193,154		210,338	0			1,563,151	1,559,379
Less: Uncollected Property Taxes - Levy Year	2								0	0
Net Current Property Taxes (line 1 minus line 2)	3	1,159,659	193,154		210,338	0			1,563,151	1,559,379
Delinquent Property Taxes	4								0	0
TIF Revenues	5			215					215	36,911
Other City Taxes:										
Utility Tax Replacement Excise Taxes	6	10,907	1,654		2,103				14,664	0
Utility franchise tax (Iowa Code Chapter 364.2)	7								0	0
Parimutuel wager tax	8								0	0
Gaming wager tax	9								0	0
Mobile Home Taxes	10								0	0
Hotel/Motel Taxes	11								0	0
Other Local Option Taxes	12		165,000						165,000	147,596
Subtotal - Other City Taxes (lines 6 thru 12)	13	10,907	166,654		2,103	0			179,664	147,596
Licenses & Permits	14	62,000							62,000	65,481
Use of Money & Property	15	5,900							5,900	6,501
Intergovernmental:										
Federal Grants & Reimbursements	16	6,000							6,000	2,500
Road Use Taxes	17		225,000						225,000	231,860
Other State Grants & Reimbursements	18	0				75,000			75,000	0
Local Grants & Reimbursements	19	144,921							144,921	159,999
Subtotal - Intergovernmental (lines 16 thru 19)	20	150,921	225,000	0	0	75,000		0	450,921	394,359
Charges for Fees & Service:										
Water Utility	21							448,092	448,092	405,505
Sewer Utility	22							309,492	309,492	284,143
Electric Utility	23								0	0
Gas Utility	24								0	0
Parking	25								0	0
Airport	26								0	0
Landfill/Garbage	27	44,270							44,270	44,123
Hospital	28								0	0
Transit	29								0	0
Cable TV, Internet & Telephone	30								0	0
Housing Authority	31								0	0
Storm Water Utility	32							40,000	40,000	0
Other Fees & Charges for Service	33	120,468							120,468	53,740
Subtotal - Charges for Service (lines 21 thru 33)	34	164,738	0		0	0	0	797,584	962,322	787,511
Special Assessments	35								0	0
Miscellaneous	36	109,639					2,000	11,000	122,639	197,152
Other Financing Sources:										
Regular Operating Transfers In	37	99,399			227,470	184,312		67,000	578,181	248,715
Internal TIF Loan Transfers In	38				37,387				37,387	0
Subtotal ALL Operating Transfers In	39	99,399	0	0	264,857	184,312	0	67,000	615,568	248,715
Proceeds of Debt (Excluding TIF Internal Borrowing)	40	0							0	400,000
Proceeds of Capital Asset Sales	41								0	0
Subtotal-Other Financing Sources (lines 36 thru 38)	42	99,399	0	0	264,857	184,312	0	67,000	615,568	648,715
Total Revenues except for beginning fund balance (lines 3, 4, 5, 12, 13, 14, 19, 33, 34, 35, & 39)	43	1,763,163	584,808	215	477,298	259,312	2,000	875,584	3,962,380	3,843,605
Beginning Fund Balance July 1	44	1,044,995	246,735	207,611	34,039	0	156,030	428,686	2,118,096	2,625,297
TOTAL REVENUES & BEGIN BALANCE (lines 41+42)	45	2,808,158	831,543	207,826	511,337	259,312	158,030	1,304,270	6,080,476	6,468,902

EXPENDITURES SCHEDULE PAGE 1

Fiscal Year Ending 2016

Fiscal Years

GOVERNMENT ACTIVITIES (A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2016 (J)	RE-ESTIMATED 2015 (K)	ACTUAL 2014 (L)
PUBLIC SAFETY											
Police Department/Crime Prevention	1	316,131	83,948						400,079	344,288	327,008
Jail	2								0	0	0
Emergency Management	3								0	0	0
Flood Control	4								0	0	0
Fire Department	5	392,637	2,700						395,337	651,873	227,181
Ambulance	6								0	0	0
Building Inspections	7								0	0	0
Miscellaneous Protective Services	8								0	0	0
Animal Control	9	4,500							4,500	5,000	2,252
Other Public Safety	10								0	0	0
TOTAL (lines 1 - 10)	11	713,268	86,648				0		799,916	1,001,161	556,441
PUBLIC WORKS											
Roads, Bridges, & Sidewalks	12	172,192	251,994						424,186	512,017	382,944
Parking - Meter and Off-Street	13								0	0	0
Street Lighting	14	40,000							40,000	40,000	39,614
Traffic Control and Safety	15								0	0	0
Snow Removal	16								0	0	0
Highway Engineering	17								0	0	0
Street Cleaning	18								0	0	0
Airport <i>(if not Enterprise)</i>	19								0	0	0
Garbage <i>(if not Enterprise)</i>	20	68,000							68,000	64,500	57,642
Other Public Works	21								0	0	0
TOTAL (lines 12 - 21)	22	280,192	251,994				0		532,186	616,517	480,200
HEALTH & SOCIAL SERVICES											
Welfare Assistance	23								0	0	0
City Hospital	24								0	0	0
Payments to Private Hospitals	25								0	0	0
Health Regulation and Inspection	26								0	0	0
Water, Air, and Mosquito Control	27								0	0	0
Community Mental Health	28								0	0	0
Other Health and Social Services	29								0	0	0
TOTAL (lines 23 - 29)	30	0	0				0		0	0	0
CULTURE & RECREATION											
Library Services	31	218,870	31,618						250,488	240,192	204,822
Museum, Band and Theater	32								0	0	0
Parks	33								0	0	516,400
Recreation	34	110,417	195,936						306,353	157,713	0
Cemetery	35	102,062	22,798						124,860	120,379	120,638
Community Center, Zoo, & Marina	36	17,312							17,312	17,586	54,039
Other Culture and Recreation	37	96,000	5,600						101,600	88,707	28,412
TOTAL (lines 31 - 37)	38	544,661	255,952				0		800,613	624,577	924,311

EXPENDITURES SCHEDULE PAGE 2

Fiscal Year Ending 2016

Fiscal Years

GOVERNMENT ACTIVITIES CONT.	(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2016 (J)	RE-ESTIMATED 2015 (K)	ACTUAL 2014 (L)
COMMUNITY & ECONOMIC DEVELOPMENT												
Community Beautification	39									0	0	0
Economic Development	40		34,973							34,973	38,480	23,247
Housing and Urban Renewal	41									0	0	0
Planning & Zoning	42		25,000							25,000	25,000	24,794
Other Com & Econ Development	43									0	113,587	37,387
TOTAL (lines 39 - 44)	45		59,973	0	0			0		59,973	177,067	85,428
GENERAL GOVERNMENT												
Mayor, Council, & City Manager	46		11,250	798						12,048	11,924	7,445
Clerk, Treasurer, & Finance Adm.	47		144,376	13,139						157,515	143,220	150,332
Elections	48									0	0	0
Legal Services & City Attorney	49		81,484							81,484	75,791	40,926
City Hall & General Buildings	50									0	0	0
Tort Liability	51									0	0	0
Other General Government	52									0	0	0
TOTAL (lines 46 - 52)	53		237,110	13,937	0			0		251,047	230,935	198,703
DEBT SERVICE	54					436,253				436,253	468,298	340,488
Gov Capital Projects	55									0	259,312	0
TIF Capital Projects	56									0	0	0
TOTAL CAPITAL PROJECTS	57		0	0	0		0	0		0	259,312	0
TOTAL Government Activities Expenditures (lines 11+22+30+38+45+53+54+57)	58		1,835,204	608,531	0	436,253	0	0		2,879,988	3,377,867	2,585,571
BUSINESS TYPE ACTIVITIES												
Proprietary: Enterprise & Budgeted ISF												
Water Utility	59								468,459	468,459	524,747	409,028
Sewer Utility	60								289,371	289,371	293,771	1,042,620
Electric Utility	61								0	0	0	0
Gas Utility	62								0	0	0	0
Airport	63								0	0	0	0
Landfill/Garbage	64								0	0	0	0
Transit	65								0	0	0	0
Cable TV, Internet & Telephone	66								0	0	0	0
Housing Authority	67								0	0	0	0
Storm Water Utility	68								90,000	90,000	15,000	0
Other Business Type (city hosp., ISF, parking, etc.)	69								0	0	0	0
Enterprise DEBT SERVICE	70								0	0	0	64,872
Enterprise CAPITAL PROJECTS	71								0	0	0	0
Enterprise TIF CAPITAL PROJECTS	72								0	0	0	0
TOTAL Business Type Expenditures (lines 59 - 73)	73								847,830	847,830	833,518	1,516,520
TOTAL ALL EXPENDITURES (lines 58+74)	74		1,835,204	608,531	0	436,253	0	0	847,830	3,727,818	4,211,385	4,102,091
Regular Transfers Out	75		79,623	37,387					211,489	328,499	578,181	248,715
Internal TIF Loan / Repayment Transfers Out	76				165,562					165,562	37,387	0
Total ALL Transfers Out	77		79,623	37,387	165,562	0	0	0	211,489	494,061	615,568	248,715
Total Expenditures & Fund Transfers Out (lines 75+76)	78		1,914,827	645,918	165,562	436,253	0	0	1,059,319	4,221,879	4,826,953	4,350,806
Ending Fund Balance June 30	79		330,330	210,128	117,490	56,947	0	160,030	202,054	1,076,979	1,253,523	2,118,096

* A continuing appropriation is the unexpended budgeted amount from a prior year's capital project. The entry is made on the Con Approps page that must accompany the budget forms if used. SEE INSTRUCTIONS FOR USE.

The last two columns will fill in once the Re-Est forms are completed

REVENUES DETAIL

Fiscal Year Ending 2016

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2016 (J)	RE-ESTIMATED 2015 (K)	ACTUAL 2014 (L)
REVENUES & OTHER FINANCING SOURCES											
Taxes Levied on Property	1	1,131,905	218,289		249,818	0			1,600,012	1,563,151	1,559,379
Less: Uncollected Property Taxes - Levy Year	2								0	0	0
Net Current Property Taxes (line 1 minus line 2)	3	1,131,905	218,289		249,818	0			1,600,012	1,563,151	1,559,379
Delinquent Property Taxes	4								0	0	0
TIF Revenues	5			150,000					150,000	215	36,911
Other City Taxes:											
Utility Tax Replacement Excise Taxes	6	11,635	2,247		2,572	0			16,454	14,664	0
Utility franchise tax (Iowa Code Chapter 364.2)	7								0	0	0
Parimutuel wager tax	8								0	0	0
Gaming wager tax	9								0	0	0
Mobile Home Taxes	10								0	0	0
Hotel/Motel Taxes	11								0	0	0
Other Local Option Taxes	12		180,000						180,000	165,000	147,596
Subtotal - Other City Taxes (lines 6 thru 12)	13	11,635	182,247		2,572	0			196,454	179,664	147,596
Licenses & Permits	14	62,000							62,000	62,000	65,481
Use of Money & Property	15	4,900							4,900	5,900	6,501
Intergovernmental:											
Federal Grants & Reimbursements	16	6,000							6,000	6,000	2,500
Road Use Taxes	17		230,000						230,000	225,000	231,860
Other State Grants & Reimbursements	18	62,933	12,153	0	13,908	0		0	88,994	75,000	0
Local Grants & Reimbursements	19	167,310							167,310	144,921	159,999
Subtotal - Intergovernmental (lines 16 thru 19)	20	236,243	242,153	0	13,908	0		0	492,304	450,921	394,359
Charges for Fees & Service:											
Water Utility	21							494,410	494,410	448,092	405,505
Sewer Utility	22							329,896	329,896	309,492	284,143
Electric Utility	23								0	0	0
Gas Utility	24								0	0	0
Parking	25								0	0	0
Airport	26								0	0	0
Landfill/Garbage	27	45,675							45,675	44,270	44,123
Hospital	28								0	0	0
Transit	29								0	0	0
Cable TV, Internet & Telephone	30								0	0	0
Housing Authority	31								0	0	0
Storm Water Utility	32							45,000	45,000	40,000	0
Other Fees & Charges for Service	33	78,523							78,523	120,468	53,740
Subtotal - Charges for Service (lines 21 thru 33)	34	124,198	0		0	0	0	869,306	993,504	962,322	787,511
Special Assessments	35								0	0	0
Miscellaneous	36	45,100					2,000	5,000	52,100	122,639	197,152
Other Financing Sources:											
Regular Operating Transfers In	37	34,623	0		183,863			110,013	328,499	578,181	248,715
Internal TIF Loan Transfers In	38	165,562		0					165,562	37,387	0
Subtotal ALL Operating Transfers In	39	200,185	0	0	183,863	0	0	110,013	494,061	615,568	248,715
Proceeds of Debt (Excluding TIF Internal Borrowing)	40								0	0	400,000
Proceeds of Capital Asset Sales	41								0	0	0
Subtotal-Other Financing Sources (lines 38 thru 40)	42	200,185	0	0	183,863	0	0	110,013	494,061	615,568	648,715
Total Revenues except for beginning fund balance (lines 3, 4, 5, 13, 14, 15, 20, 34, 35, 36, & 41)	43	1,816,166	642,689	150,000	450,161	0	2,000	984,319	4,045,335	3,962,380	3,843,605
Beginning Fund Balance July 1	44	428,991	213,357	133,052	43,039	0	158,030	277,054	1,253,523	2,118,096	2,625,297
TOTAL REVENUES & BEGIN BALANCE (lines 42+43)	45	2,245,157	856,046	283,052	493,200	0	160,030	1,261,373	5,298,858	6,080,476	6,468,902

CITY OF
West Branch
ADOPTED BUDGET SUMMARY
YEAR ENDED JUNE 30, 2016

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2016 (J)	RE-ESTIMATED 2015 (K)	ACTUAL 2014 (L)
Revenues & Other Financing Sources											
Taxes Levied on Property	1	1,131,905	218,289		249,818	0			1,600,012	1,563,151	1,559,379
Less: Uncollected Property Taxes-Levy Year	2	0	0		0	0			0	0	0
Net Current Property Taxes	3	1,131,905	218,289		249,818	0			1,600,012	1,563,151	1,559,379
Delinquent Property Taxes	4	0	0		0	0			0	0	0
TIF Revenues	5			150,000					150,000	215	36,911
Other City Taxes	6	11,635	182,247		2,572	0			196,454	179,664	147,596
Licenses & Permits	7	62,000	0					0	62,000	62,000	65,481
Use of Money and Property	8	4,900	0	0	0	0	0	0	4,900	5,900	6,501
Intergovernmental	9	236,243	242,153	0	13,908	0		0	492,304	450,921	394,359
Charges for Fees & Service	10	124,198	0		0	0	0	869,306	993,504	962,322	787,511
Special Assessments	11	0	0		0	0		0	0	0	0
Miscellaneous	12	45,100	0		0	0	2,000	5,000	52,100	122,639	197,152
Sub-Total Revenues	13	1,615,981	642,689	150,000	266,298	0	2,000	874,306	3,551,274	3,346,812	3,194,890
Other Financing Sources:											
Total Transfers In	14	200,185	0	0	183,863	0	0	110,013	494,061	615,568	248,715
Proceeds of Debt	15	0	0	0	0	0		0	0	0	400,000
Proceeds of Capital Asset Sales	16	0	0	0	0	0	0	0	0	0	0
Total Revenues and Other Sources	17	1,816,166	642,689	150,000	450,161	0	2,000	984,319	4,045,335	3,962,380	3,843,605
Expenditures & Other Financing Uses											
Public Safety	18	713,268	86,648	0			0		799,916	1,001,161	556,441
Public Works	19	280,192	251,994	0			0		532,186	616,517	480,200
Health and Social Services	20	0	0	0			0		0	0	0
Culture and Recreation	21	544,661	255,952	0			0		800,613	624,577	924,311
Community and Economic Development	22	59,973	0	0			0		59,973	177,067	85,428
General Government	23	237,110	13,937	0			0		251,047	230,935	198,703
Debt Service	24	0	0	0	436,253		0		436,253	468,298	340,488
Capital Projects	25	0	0	0		0		0	0	259,312	0
Total Government Activities Expenditures	26	1,835,204	608,531	0	436,253	0	0		2,879,988	3,377,867	2,585,571
Business Type Proprietary: Enterprise & ISF	27							847,830	847,830	833,518	1,516,520
Total Gov & Bus Type Expenditures	28	1,835,204	608,531	0	436,253	0	0	847,830	3,727,818	4,211,385	4,102,091
Total Transfers Out	29	79,623	37,387	165,562	0	0	0	211,489	494,061	615,568	248,715
Total ALL Expenditures/Fund Transfers Out	30	1,914,827	645,918	165,562	436,253	0	0	1,059,319	4,221,879	4,826,953	4,350,806
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	31 32	-98,661	-3,229	-15,562	13,908	0	2,000	-75,000	-176,544	-864,573	-507,201
Beginning Fund Balance July 1	33	428,991	213,357	133,052	43,039	0	158,030	277,054	1,253,523	2,118,096	2,625,297
Ending Fund Balance June 30	34	330,330	210,128	117,490	56,947	0	160,030	202,054	1,076,979	1,253,523	2,118,096

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

City Name: West Branch

Fiscal Year
2016

Project Name (A)	Amount of Issue (B)	Date Certified to County Auditor (C)	Principal Due FY 2016 (D)	Interest Due FY 2016 +(E)	Bond Reg/Other Fees Due FY 2016 +(F)	Total Obligation Due FY 2016 =(G)	Paid from Funds OTHER THAN Current Year Property Taxes -(H)	Amount Paid by Current Year Debt Service Levy =(I)
(1) D/S BACKFILL REVENUE								0
(2) GO Corporate Purpose and Refunding Bonds, Series 2013	2,730,000		160,000	40,190		200,190	183,863	16,327
(3) Water Revenue Bonds	943,000		56,238	8,775		65,013	65,013	0
(4) Fobian Lawsuit	197,500		48,069	10,505		58,574		58,574
(5) GO Property Acquisition Note	400,000		166,494	10,995		177,489		177,489
(6)						0		0
(7)						0		0
(8)						0		0
(9)						0		0
(10)						0		0
(11)						0		0
(12)						0		0
(13)						0		0
(14)						0		0
(15)						0		0
(16)						0		0
(17)						0		0
(18)						0		0
(19)						0		0
(20)						0		0
(21)						0		0
(22)						0		0
(23)						0		0
(24)						0		0
(25)						0		0
(26)						0		0
(27)						0		0
(28)						0		0
(29)						0		0
(30)						0		0
TOTALS			430,801	70,465	0	501,266	248,876	252,390

CONGRATULATIONS! THE BUDGET FILE CONTAINS NO ERRORS IN THE FOUR CATEGORIES

(1)

OPERATING TRANSFERS IN / OPERATING TRANSFERS OUT COMPARISONS

(2)

ENDING YEAR FUND BALANCE / BEGINNING YEAR FUND BALANCE COMPARISONS

0
0

0
0

0
0

(3)

AN ERROR MESSAGE APPEARS IN **RED** BELOW IF THE BUDGET DOES NOT CONTAIN ALL 3 YEARS OF DATA

NOTICE OF PUBLIC HEARING BUDGET ESTIMATE

FISCAL YEAR BEGINNING JULY 1, 2015 - ENDING JUNE 30, 2016

City of West Branch, Iowa

The City Council will conduct a public hearing on the proposed Budget at 110 N. Poplar St., West Branch, IA
 on 3/2/2015 at 7:00 p.m.
(Date) xx/xx/xx (hour)

The Budget Estimate Summary of proposed receipts and expenditures is shown below.
 Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor,
 City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property \$ 12.59382

The estimated tax levy rate per \$1000 valuation on Agricultural land is \$ 3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

(319) 643-5888
 phone number

Matt Muckler
 City Clerk/Finance Officer's NAME

		Budget FY 2016	Re-estimated FY 2015	Actual FY 2014
		(a)	(b)	(c)
Revenues & Other Financing Sources				
Taxes Levied on Property	1	1,600,012	1,563,151	1,559,379
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	1,600,012	1,563,151	1,559,379
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	150,000	215	36,911
Other City Taxes	6	196,454	179,664	147,596
Licenses & Permits	7	62,000	62,000	65,481
Use of Money and Property	8	4,900	5,900	6,501
Intergovernmental	9	492,304	450,921	394,359
Charges for Fees & Service	10	993,504	962,322	787,511
Special Assessments	11	0	0	0
Miscellaneous	12	52,100	122,639	197,152
Other Financing Sources	13	0	0	400,000
Transfers In	14	494,061	615,568	248,715
Total Revenues and Other Sources	15	4,045,335	3,962,380	3,843,605
Expenditures & Other Financing Uses				
Public Safety	16	799,916	1,001,161	556,441
Public Works	17	532,186	616,517	480,200
Health and Social Services	18	0	0	0
Culture and Recreation	19	800,613	624,577	924,311
Community and Economic Development	20	59,973	177,067	85,428
General Government	21	251,047	230,935	198,703
Debt Service	22	436,253	468,298	340,488
Capital Projects	23	0	259,312	0
Total Government Activities Expenditures	24	2,879,988	3,377,867	2,585,571
Business Type / Enterprises	25	847,830	833,518	1,516,520
Total ALL Expenditures	26	3,727,818	4,211,385	4,102,091
Transfers Out	27	494,061	615,568	248,715
Total ALL Expenditures/Transfers Out	28	4,221,879	4,826,953	4,350,806
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-176,544	-864,573	-507,201
Beginning Fund Balance July 1	30	1,253,523	2,118,096	2,625,297
Ending Fund Balance June 30	31	1,076,979	1,253,523	2,118,096

	Revenue	Expenditures	Difference	Rev. Final 15_02_10
001 GF	\$ 1,534,423.00	\$ 1,420,861.00	\$ 113,562.00	TH \$2000, Interfund Loan \$165,562
022 CC	\$ 19,312.00	\$ 17,312.00	\$ 2,000.00	Town Hall Rent Budgeted in GF
031 LIB	\$ 184,410.00	\$ 214,410.00	\$ (30,000.00)	\$30,000 from Lib. CD's for planning
036 Tort	\$ 77,621.00	\$ 77,621.00	\$ -	Cable Television \$165 liability payment
110 RUT	\$ 230,000.00	\$ 230,000.00	\$ -	
112 TRU	\$ 198,066.00	\$ 198,531.00	\$ (465.00)	Using fund balance
119 EME	\$ 34,623.00	\$ 34,623.00	\$ -	
121 LOC	\$ 180,000.00	\$ 330,000.00	\$ (150,000.00)	Spending out old LOST on radios
125 TIF	\$ 150,000.00	\$ 202,949.00	\$ (52,949.00)	Using fund balance
226 DEB	\$ 450,161.00	\$ 436,253.00	\$ 13,908.00	Backfill
302 CAP	\$ -	\$ -	\$ -	
500 CEM	\$ 2,000.00	\$ -	\$ 2,000.00	Sale of lots - goes in perpetual fund
502 KRO	\$ 400.00	\$ -	\$ 400.00	Library not spending this interest in FY16
600 WAT	\$ 499,410.00	\$ 524,410.00	\$ (25,000.00)	Using fund balance
603 WS	\$ 65,013.00	\$ 65,013.00	\$ -	
610 SEW	\$ 329,896.00	\$ 379,896.00	\$ (50,000.00)	Using fund balance
740 STO	\$ 90,000.00	\$ 90,000.00	\$ -	
	<u>\$ 4,045,335.00</u>	<u>\$ 4,221,879.00</u>		

\$ 4,221,879.00	Total Expenditures
\$ 4,045,335.00	Total Revenue
\$ 176,544.00	Difference - Additional Expenditures
\$ 25,000.00	Water - Fund Balance
\$ 151,544.00	Subtotal 1
\$ 50,000.00	Sewer - Fund Balance
\$ 101,544.00	Subtotal 2
\$ 2,000.00	Cemetery Perpetual Fund
\$ 103,544.00	Subtotal 3
\$ 400.00	Krouth Interest Fund
\$ 103,944.00	Subtotal 4
\$ 13,908.00	226 - Backfill - Adding to Balance
\$ 117,852.00	Subtotal 5
\$ (465.00)	Trust & Agency - Using Fund Balance
\$ 117,387.00	Subtotal 6
\$ (52,949.00)	TIF - Using Fund Balance
\$ 64,438.00	Subtotal 7
\$ (30,000.00)	Library CD's
\$ 34,438.00	Subtotal 8
\$ (150,000.00)	Fire LOST from fund balance
\$ (115,562.00)	Subtotal 9
\$ 165,562.00	Not spending TIF interfund loan payback
\$ 50,000.00	Subtotal 10
\$ 50,000.00	GF interfund advance
\$ -	Total

RESOLUTION NO. 1271

RESOLUTION APPROVING OUTREACH PROGRAM CONFIRMATION AND CONDITIONS OF AGREEMENT WITH NIABI ZOO IN THE AMOUNT OF \$550.

WHEREAS, the City's premier event of the year is Hoover's Hometown Days; and

WHEREAS, one of the highlights of previous Hoover's Hometown Days Celebrations has been attractions provided for families at no charge; and

WHEREAS, the City Council has adopted the fiscal year 2014-2015 budget and are in the process of adopting the final fiscal year 2015-2016 budget; and

WHEREAS, both the fiscal year 2014-2015 budget and the final proposed fiscal year 2015-2016 budget include funding for family attractions; and

WHEREAS, the Niabi Zoo has submitted a proposed outreach program confirmation and conditions of agreement, to provide two entertaining and educational programs involving animals from the Niabi Zoo in the amount of \$550.00; and

WHEREAS, it is now necessary to approve said agreement.

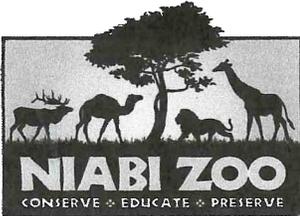
NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the aforementioned agreement with the Niabi Zoo is hereby approved. Further, the Mayor is directed to execute the agreement on behalf of the City.

Passed and approved this 17th day of February, 2015.

Mark Worrell, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk



Outreach Program Confirmation and Conditions of Agreement

Date: 8/8/15 **Price:** \$550

Time: 1:00 & 3:00 **Topic:** General

Location: West Branch, IA

of participants ~50

The Niabi Zoo's Outreach requires the following conditions from your organization to ensure a safe, educational and entertaining program:

1. Your organization is responsible for the discipline of participants in the program.
2. We need a table to place carriers as well as at least 5 feet in front of that table to walk . When children are seated, we request an aisle in the middle as well as around the outside of the group.
3. If outdoor temperatures are below 75°F or above 90°F, outdoor programs are not possible.
4. Zoo staff will take all proper precautions they deem necessary in the event of severe weather conditions.
5. The organization will ensure that there will not be
 - any animals other than those brought by the Zoo
 - loud and/or dangerous noise (no music, fireworks, etc)
 - any object/behavior that may threaten the safety or comfort of any of the Zoo animals
6. Payment and signed contract are due at least 2 weeks before the program.

By reserving the Outreach Program (without canceling prior to your event) your organization is agreeing to the conditions of this document.

You may return by fax 309-799-5761, mail or email jroderick@niabizoo.com.

Please understand that the Niabi Zoo's Outreach staff have the authority to decide whether it is appropriate to conduct the Outreach program and, if necessary, may cancel the program at any time.

Signature _____ Date _____

If you have any questions, please call
(309) 799-3482 ext 222 or email
jroderick@niabizoo.com.

RESOLUTION NO. 1272

RESOLUTION APPROVING ENGAGEMENT CONTRACT WITH MARIACHI AZTECA IN THE AMOUNT OF \$1,200.

WHEREAS, the Summer Concert Series is an annual festival held in West Branch every June on the Village Green in the Herbert Hoover National Historic Site; and

WHEREAS, the Summer Concert Series is co-sponsored by the National Park Service, Main Street West Branch and the City of West Branch; and

WHEREAS, Las Guitarras de Mexico was scheduled in the 2014 Summer Concert Series line-up and played inside due to inclement weather; and

WHEREAS, event organizers would like to bring back Las Guitarras de Mexico to perform in the 2015 Summer Concert Series; and

WHEREAS, Mariachi Azteca has submitted a proposed engagement contract in the amount of \$1,200 to perform in the Summer Concert Series on June 18, 2015; and

WHEREAS, it is now necessary to approve said agreement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the aforementioned engagement contract with Mariachi Azteca is hereby approved. Further, the Mayor is directed to execute the agreement on behalf of the City.

Passed and approved this 17th day of February, 2015.

Mark Worrell, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

Mariachi Azteca
ENGAGEMENT CONTRACT

This contract for the personal services of **Mariachi Azteca** outlines the terms and conditions for the engagement described below and is completed on Jan. 24, 2015, by the undersigned purchaser (herein referred to as "Presenter").

Mariachi Azteca, the musicians, are engaged on the terms and conditions on the face hereof. The Leader represents that the musicians designated have agreed to be bound by stated terms and conditions. Each musician, upon acceptance, is bound by stated terms and conditions. The musicians each agree to render service under the agreement signed below by the Leader.

Name and address of place of performance: Herbert Hoover National Historic Site
Village Green
110 S. Parkside
West Branch, IA.

Date(s), starting and finishing time of engagement:
Start @ Thurs. June 18, 2015 7:00pm until 8:00pm

Type of engagement: Stage with PA system/option to walk out into crowd

Fee: \$1200.00/ One Thousand Two Hundred Dollars

Additional Terms and Conditions

Total fee of \$1200.00, due upon arrival payable to John Luna on Thurs. June 18, 2015.

The leader, as agent of presenter, shall guarantee appearance of Mariachi Azteca according to instructions outlined above. This agreement is subject to cancellation by Mariachi Azteca only in circumstances of illness, accident, weather conditions, or other proven impediments and upon immediate notification of presenter.

Presenter signature

Presenter name (printed)

Address

Telephone

[Signature]

Leader's signature
For Mariachi Azteca
R.J. Hernandez
5754 Hamilton Street
Prole, Iowa, 50229-9049
(C) 515-371-7547
(H) 515-981-1100

RESOLUTION NO. 1273

RESOLUTION APPROVING A COMMERCIAL SERVICES AGREEMENT WITH TRUGREEN COMMERCIAL IN THE AMOUNT OF \$2,432.

WHEREAS, the City of West Branch contracted with TruGreen in 2013 and 2014 for fertilizer, broadleaf weed and crabgrass control on Lions Field, as well as fall aeration and seeding; and

WHEREAS, the cost of the service for 2014 was \$2,287 and the city staff was pleased with the services provided by TruGreen Commercial; and

WHEREAS, TruGreen Commercial has submitted a commercial services agreement in the amount of \$2,432 to perform these services for Lions Field in 2015; and

WHEREAS, it is now necessary to approve said agreement.

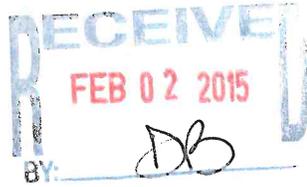
NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the aforementioned commercial services agreement with TruGreen Commercial is hereby approved. Further, the Mayor is directed to execute the agreement on behalf of the City.

Passed and approved this 17th day of February, 2015.

Mark Worrell, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk



2123 N Towne Ln NE
Cedar Rapids, IA 52402

Dear Valued TruGreen Customer,

We have enclosed your TruGreen commercial service agreement for approval.

Our commitment is to provide you the highest quality service, which is always customized for your property's unique lawn and landscape needs.

As a loyal TruGreen customer, there are two ways you can save time and money. First, our service agreement allows you to make your budgeting predictable and eliminate the need to sign a new agreement every year. In addition, prepay for your 2015 service by March 1, 2015 and you **save 3% each year** you prepay.

To proceed, please sign and return every page of your agreement via email, mail, or fax per above.

If you have questions, please contact us.

Sincerely,

Angie Daugherty
Business Development Representative
319-395-0100 #2 office
319-533-2252 Angie's Cell
901-597-0304 Angie's Fax
angeladaugherty@trugreenmail.com

Jody Dossantos
Commercial Account Specialist
319-395-0100 #2 office
jodydossantos@trugreenmail.com



Angie Daugherty

319-533-2252

Customer Information

Bill To:

Melissa Russel

LIONS SOCCER FIELD

PO BOX 218
WEST BRANCH, IA 52358
USA

(319) 930-0393

Service Location:

201 PEDERSON
WEST BRANCH, IA 52358
USA

Detail of Charges

Service Location	Line Item Description	Round #	Round Description*	Total Price
LIONS SOCCER FIELD	Grub Control	1		\$225.00
LIONS SOCCER FIELD	Lawn Service	1	Early Spring - Fertilizer, broadleaf weed, crabgrass control	\$145.00
LIONS SOCCER FIELD	Lawn Service	2	Late Spring - Fertilizer, broadleaf weed, crabgrass control (As Needed/Weather Dependent)	\$365.00
LIONS SOCCER FIELD	Lawn Service	3	Early Summer - Fertilizer, broadleaf weed control (As Needed/Weather Dependent)	\$145.00
LIONS SOCCER FIELD	Lawn Service	4	Late Summer - Fertilizer, broadleaf weed control (As Needed/Weather Dependent)	\$145.00
LIONS SOCCER FIELD	Lawn Service	5	Early Fall - Fertilizer, broadleaf weed control (As Needed/Weather Dependent)	\$365.00
LIONS SOCCER FIELD	Lawn Service	6	Fall - Fertilizer, broadleaf weed control (As Needed/Weather Dependent)	\$145.00
LIONS SOCCER FIELD	Lawn Service	7	Late Fall - Fertilizer, broadleaf weed control (As Needed/Weather Dependent)	\$145.00
LIONS SOCCER FIELD	Fall Aeration and Seeding	1		\$752.00
Subtotal				\$2,432.00
Total Sales Tax Amount				\$0.00
Grand Total				\$2,432.00

Description LATE SPRING AND EARLY FALL APPLICATIONS WILL INCLUDE ALL THE FIELD AND EXTERIOR AREA (108,900 SQ FT)
REMAINING LAWN APPLICATIONS WILL BE ONLY FOR THE SOCCER FIELD (43,662)

APPLICATIONS MUST BE SCHEDULED FOR FRIDAYS ONLY, THIS WILL PREVENT ANY CONFLICT WITH SCHEDULED GAMES.

Standard Terms and Conditions

1. **Term** The term of this Agreement shall one (1) year from the date signed by you, the Customer.
2. **Price increases.** Prices of services provided in this agreement may be increased should you add property under this agreement, or in the event of increases in the cost of fuel, material, or labor, or costs incurred by TruGreen due to government regulation and other causes. In addition, TruGreen may elect to increase the price of services under this agreement after the first year, or after any subsequent anniversary date of the agreement by a percentage amount not to exceed five percent (5%) of the then current price, or consistent with any increase in the current consumer price index, whichever is greater. TruGreen shall not increase its prices on an elective basis more frequently than once during any agreement year.
3. **Payment Terms.** Payment is due to TruGreen within 30 days after the invoice date. In the event you fail to make payment when due, TruGreen reserves the right to terminate this Agreement. A late service fee equal to the lesser of 1.5% per month (18% a.p.r.) or the maximum interest rate allowed by law will be charged on any balance unpaid over thirty (30) days. A service charge of \$25.00 will be charged for any returned check. Should it become necessary to bring an action to collect amounts due under this agreement, you agree to pay all costs of such collection including, but not limited to, any reasonable attorney's fees or other professional fees and court costs.
4. **Check processing policy ACH:** When you provide a check as payment, you authorize TruGreen either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. If TruGreen uses information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution. Returns: In the event that your payment is returned unpaid, you authorize us the option to collect a fee as allowed by law through an electronic fund transfer from your account.
5. **Termination.** In the case of your non-payment or default, TruGreen has the right to terminate this Agreement immediately upon notice to you. TruGreen may terminate this Agreement for convenience upon thirty (30) days prior written notice to you. You may cancel this Agreement for material breach by TruGreen, provided that you give TruGreen written notice of the details of the breach, and thereafter TruGreen fails to cure the breach within thirty (30) days after said notice. (a). **Additional termination provisions for landscape companies, property management companies, agents and other similar entities:** To the extent you represent one or more property owners and/or properties covered under this agreement, and in the event such owner terminates your contract with regard to one or more properties, then upon notice to TruGreen, you may terminate this Agreement only as it relates to such property for which owner terminated its contract with you. To the extent that this Agreement applies to other properties, not terminated by the owner, this Agreement shall continue in full force and effect with regard to such other properties.
6. **Sale of Property.** You agree to notify TruGreen in writing immediately in the event that you sell any property which is the subject of this Agreement. TruGreen shall make the appropriate adjustment in price to accommodate the reduction of square footage treated in the event that property is sold. In the event all property which is the subject of the Agreement is sold, this Agreement shall be terminated upon receipt by TruGreen of your written notice that you have sold the property. Should you fail to notify TruGreen as required in this provision, you agree to indemnify TruGreen for any damages incurred as a result of your failure to notify.
7. **LIABILITY.** TRUGREEN IS RESPONSIBLE FOR DIRECT DAMAGES RESULTING FROM ITS NEGLIGENCE OR BREACH OF THIS AGREEMENT, BUT IS NOT RESPONSIBLE FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, PUNITIVE OR SPECIAL DAMAGES ARISING OR RESULTING FROM THE PERFORMANCE OR NONPERFORMANCE OF ANY OBLIGATIONS UNDER THE AGREEMENT INCLUDING, BUT NOT LIMITED TO, LOSS OF PROFITS OR INCOME, REGARDLESS OF THE BASIS FOR THE CLAIM.
8. **Duty to inspect.** You have a duty to inspect the property within fifteen (15) days after service has been performed by TruGreen. If you believe TruGreen provided deficient work, you agree to notify TruGreen immediately in writing. If written notice is not received by TruGreen within fifteen (15) days after the date of service, you agree that any and all claims alleging damage of any nature or to recover past payments and/or rights to withhold future payments due under this Agreement are waived.
9. **Notice to tenants, employees, invitees.** To the extent necessary, you have a duty to notify all tenants, employees, visitors and any other invitee on the premises of a scheduled service prior to the performance of any scheduled service by TruGreen.
10. **No Warranties.** Except as expressly set forth in this Agreement, TruGreen makes no warranty or representation of any kind, expressed or implied, concerning either products used or services performed, including no implied warranty of merchantability or fitness of the product for any particular purpose, and no such warranty shall be implied by law, usage of trade, course of performance, course of dealing, or on any other basis.
11. **Force majeure** Except for the payment of TruGreen's invoices owed by you, if either TruGreen or you shall be prevented or delayed in the performance of any or all of the provisions of this Agreement, by reason of any labor dispute, industry disturbance, delay in transportation, governmental, regulatory or legal action, act of God or any cause beyond such party's control, the obligations hereunder of such party shall be extended for as long as such cause shall be in effect and any delay or loss suffered by the other party shall not be chargeable in any way to such party; provided, however, the other party suffering such cause shall immediately notify the other party of such inability and shall use reasonable efforts to remedy same with all reasonable dispatch. If any event of force majeure should prevent a party from performing its obligations under this Agreement for a period of ninety consecutive (90) days, the other party shall have the right to cancel this Agreement upon notice to the party unable to perform its obligations.
12. **No assignment.** You shall not have the right to assign this Agreement or agree to the transfer of this Agreement by operation of law or otherwise without the prior written consent of TruGreen. This Agreement shall be binding upon, and shall inure to the benefit of, the parties hereto and to any permitted successors and assigns.
13. **Watering, Cultural Practices.** The success of this program depends on proper watering, mowing and cultural practices. Some products used by TruGreen may include label directions requiring the watering of the material after application. If any of these products are used on the property, TruGreen will provide you with watering instructions following the application and you agree to assume such watering responsibility. Climate conditions, soil conditions, plant diseases, plant material, and miscellaneous external factors will impact response to treatment. Results for difficult-to-control diseases will vary depending on environment, culture and agronomic programs used or treatment applied. Treatment for diseases may include additional cost. Consult your TruGreen specialist for details.
14. **Modification of program.** This program consists of lawn care and/or tree and shrub care as indicated above. Specific products, rates of application and method of application will vary with the season, weather conditions, and the needs of your lawn as determined by your TruGreen specialist. Your regularly scheduled programs may be modified depending on the weather and the condition of your landscape. The application methods and procedures used to perform service under this Agreement will be determined solely by TruGreen. Your TruGreen specialist will keep you informed on any modifications to this schedule.
15. **Insects and Borers.** Total insect elimination is not desirable with any program because beneficial insects will be lost along with the targeted pests. Plants invaded by borers have a high probability of death or decline. Sound cultural practices and control applications may extend the life of some plant species. Treatment for boring insects may include additional cost. Consult your TruGreen specialist with details.
16. **Authorization to provide service.** TruGreen agrees to furnish labor and materials for purposes of this Agreement and is authorized by you to treat the property at the address shown above. You represent and warrant to TruGreen that you are the owner of said property, or in the event that you are not the owner of the property to which this Agreement applies, you represent and warrant that you have the legal authority to execute and bind the owner of the property to the terms and conditions of this Agreement.
17. **MANDATORY ARBITRATION.** Any claim, dispute or controversy, regarding any contract, tort, statute, or otherwise ("Claim"), arising out of or relating to this agreement or the relationships among the parties hereto shall be resolved by one arbitrator through binding arbitration administered by the American Arbitration Association ("AAA"), under the AAA Commercial or Consumer, as applicable, Rules in effect at the time the Claim is filed ("AAA Rules"). Copies of the AAA Rules and forms can be located at www.adr.org, or by calling 1-800-778-7879. The arbitrator's decision shall be final, binding, and non-appealable. Judgment upon the award may be entered and enforced in any court having jurisdiction. This clause is made pursuant to a transaction involving interstate commerce and shall be governed by the Federal Arbitration Act. Neither party shall sue the other party other than as provided herein or for enforcement of this clause or of the arbitrator's award, any such suit may be brought only in Federal District Court for the District or, if any such court lacks jurisdiction, in any state court that has jurisdiction. The arbitrator, and not any federal, state, or local court, shall have exclusive authority to resolve any dispute relating to the interpretation, applicability, unconscionability, arbitrability, enforceability or formation of this Agreement including any claim that all or any part of the Agreement is void or voidable. However, the preceding sentence shall not apply to the clause entitled "Class Action Waiver."
18. **CLASS ACTION WAIVER.** Any Claim must be brought in the parties' individual capacity, and not as a plaintiff or class member in any purported class, collective, representative, multiple plaintiffs, or similar proceeding ("Class Action"). The parties expressly waive any ability to maintain any Class Action in any forum. The arbitrator shall not have authority to combine or aggregate similar claims or conduct any Class Action nor make an award to any person or entity not a party to the arbitration. Any claim that all or part of this Class Action Waiver is unenforceable, unconscionable, void, or voidable may be determined only by a court of competent jurisdiction and not by an arbitrator. THE PARTIES UNDERSTAND THAT THEY WOULD HAVE HAD A RIGHT TO LITIGATE THROUGH A COURT, TO HAVE A JUDGE OR JURY DECIDE THEIR CASE AND TO BE PARTY TO A CLASS OR REPRESENTATIVE ACTION, HOWEVER, THEY UNDERSTAND AND CHOOSE TO HAVE ANY CLAIMS DECIDED INDIVIDUALLY, THROUGH ARBITRATION.
19. Unless expressly noted otherwise herein, this Agreement and any invoice issued by TruGreen pursuant to the terms hereof, set forth the entire understanding of the parties, and supersede any and all proposals, negotiations, representations and prior agreements relating to the subject matter of this Agreement, written or otherwise, including, without limitation any sales agreement previously executed by the parties. To the extent that any terms set forth in an invoice should conflict with the terms set forth in this Agreement, this Agreement shall control. No terms, conditions, or warranties other than those stated herein or in any invoice issued by TruGreen, and no agreements or understanding, oral or written, in any way purporting to modify these conditions shall be binding on the parties hereto unless hereafter made in writing and signed by authorized representatives of both parties.
20. This customer service Agreement is only valid if accepted by you within 30 days of the date submitted to customer.

TruGreen Limited Partnership

By: _____ Date: _____
REPRESENTATIVE/GENERAL MANAGER

Print Name: _____ Date: _____

AUTHORIZED AGENT/CUSTOMER

Customer Signature: _____ Date: _____
AUTHORIZED AGENT/CUSTOMER

RESOLUTION NO. 1274

RESOLUTION APPROVING AN AGREEMENT FOR COLLECTION SERVICES WITH FINANCIAL ADJUSTMENT BUREAU, INC.

WHEREAS, the City of West Branch desires to collect revenue for services provided to utility users who do not submit payment for services rendered; and

WHEREAS, unpaid utility bills are a cost to all of the other utility customers who pay their utility bills; and

WHEREAS, Financial Adjustment Bureau, Inc., of Burlington, IA has provided a proposed agreement for collection services; and

WHEREAS, this agreement for collection services states that Financial Adjustment Bureau, Inc. provides this service for a portion of the debt collected, ranging from 20-50% depending on the circumstances; and

WHEREAS, it is now necessary to approve said agreement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the aforementioned agreement with Financial Adjustment Bureau, Inc., of Burlington, IA is hereby approved. Further, the Mayor is directed to execute the agreement on behalf of the City.

Passed and approved this 17th day of February, 2015.

Mark Worrell, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

AGREEMENT FOR COLLECTION SERVICES

AGREEMENT, made this 22nd day of January, 2015, between City of West Branch (hereinafter referred to as "Creditor") whose principal place of business is 110 N. Poplar, West Branch, IA 52358 and **FINANCIAL ADJUSTMENT BUREAU, INC.**, (hereinafter referred to as "Collector") whose principal place of business is **612 Jefferson Street, Burlington, Iowa.**

WITNESSETH:

WHEREAS, Creditor desires, from time to time during the term of this Agreement, to submit to Collector for collection certain claims, accounts or other evidences of indebtedness (hereinafter called "Claims"), and

WHEREAS, Collector desires to provide Creditor with collection services with respect to said Claims,

NOW THEREFORE, for and in consideration of the mutual covenants hereinafter set forth, it is mutually agreed by and between the parties hereto as follows:

1. Collector agrees that all activities of Collector shall be carried out in compliance with all applicable federal, state, and local laws.

2. Creditor hereby warrants that all Claims forwarded to Collector will be valid and legally enforceable debts, and that Creditor will, both before and after forwarding said Claims, comply with all applicable federal, state, and local laws with respect thereto. Further, Creditor agrees to provide, whenever requested to do so by Collector, a written verification of a Claim; a copy of the judgment, if any, on which a Claim is based; the name and address of the person or entity to whom the debt was originally owed, if different from Creditor.

3. If any court of competent jurisdiction shall rule that any provision of this Agreement is invalid or unenforceable, the remaining provisions shall remain in full force and effect and shall not be affected by said ruling.

4. This Agreement shall be binding on the heirs, legal representatives, successors and assigns of the parties hereto.

5. Creditor and Collector agree that all actions taken by Creditor and Collector pursuant to this Agreement shall be in accordance with the **TERMS AND CONDITONS**, if any, set forth on the reverse side hereof. Said **TERMS AND CONDITONS** have been signed by both parties and are hereby made a part of this Agreement, as fully and effectually as if they were set forth herein. Thus, whenever the term "Agreement" is used herein, it shall be construed to include said **TERMS AND CONDITONS**. This Agreement including the **TERMS AND CONDITONS**, contains the entire agreement between the parties hereto and cannot be amended or modified in any respect except by an amendment in writing signed by both parties.

IN WITNESS WHEREOF, the parties have hereunto set their hands the day and year first above written.

City of West Branch _____

Creditor

By: _____

**FINANCIAL ADJUSTMENT
BUREAU, INC., Collector**

By: 
Martin J. Dean, Vice President

TERMS AND CONDITONS

The parties agree as follows:

Amounts are listed for collection on a contingent fee basis of 35 % of monies collected. It is understood the fee will increase from 35 % to 50 % when it becomes necessary to forward an account to affiliate office. If the COLLECTOR advises CREDITOR that it will be necessary to file suit for judgment and permission is granted the rate will increase from 35 % to 50 %. If payment is received from the Iowa Offset Program, the fee will decrease to 20 %. The COLLECTOR shall advance all court costs.

The COLLECTOR is allowed to endorse checks or money orders pertaining to the accounts listed with them.

Commissions are payable to the COLLECTOR on payments made to them or to the CREDITOR, also on any accounts withdrawn during process of collection or any accounts withdrawn without sixty days written notice.

All payments, disputes, bankruptcy notices, etc. will be reported promptly to the COLLECTOR by the CREDITOR.

The COLLECTOR will remit monthly to the CREDITOR on all collections by the 15th of the following month after collection is made. If interest at the legal rate for past due accounts is added by the COLLECTOR it may be retained to offset court costs, tracing, forwarding, and other collection fees.

CREDITOR and COLLECTOR to share equal responsibility for accounts reaching the statue of limitations.

COLLECTOR may refer accounts to other members of the *AMERICAN COLLECTORS ASSOCIATION* to assist in collection if the consumer moves out of the immediate area.

COLLECTOR may recommend litigation to the CREDITOR but written permission will be obtained from the CREDITOR prior to any account being turned over to an attorney.

COLLECTOR may return to CREDITOR any accounts COLLECTOR considers uncollectible and will state the reason when returning such accounts.

All accounts listed for collection with COLLECTOR are reported to one or more of the national credit reporting bureaus.

In order to comply with the Fair Debt Collection Practice Act and the Fair Credit Report Act, it is important that the CREDITOR determine a "delinquency date" for their accounts. Unless you notify us of a different date, we will consider the date to be 30 days after the date of last charge or last payment on the account as the delinquency date.

Information Sheet

- Question:** What happens to my accounts when they reach your collection office?
- Answer:** Each debtor is immediately sent a notice stating that we are now handling the account and payment is due in full. Accounts are then processed by our system, which prints the acknowledgement you receive.
- Question:** Why does my patient or customer sometimes say you didn't contact them?
- Answer:** For the same reason they tell us they never received a statement from you! A debtor will often say this to "save face".
- Question:** When should I list my accounts with you?
- Answer:** If your mail is returned and you can't locate the debtor, list that account IMMEDIATELY! We suggest that all other accounts be listed when they are between 90 and 120 days old if no payment arrangements have been made.
- Question:** What can I do to help you recover a higher percentage of my accounts?
- Answer:** List your accounts promptly and regularly. Provide us with as much information as possible. Our highest rate of recovery is for those clients who list their accounts at the 90 – 120 day stage, while the service is still "fresh" in the debtor's mind.
- Question:** Will your office collect 100% of the accounts I list with you?
- Answer:** We'll try our best! Collection agencies nationally will recover 19% of the accounts listed with them for collection. Our office averages over 35% recovery! We have some clients we've collected as much as 98% for.
- Question:** What if the account I turned over to you pays me or contacts me?
- Answer:** Notify us immediately. If you have been paid we must know immediately so we can credit the account and stop collection work. Unless the debtor wishes to pay in full, refer them to us by telling them we are now handling the account. The time for making arrangements was before you had to turn the account over to us.
- Question:** What if I receive a bankruptcy notice?
- Answer:**
1. Send a copy of the notice to us immediately. If this is a no asset case, we will return the account to you.
 2. If it is a Chapter 13 (Wage Earner Plan), we will file the necessary forms for you.

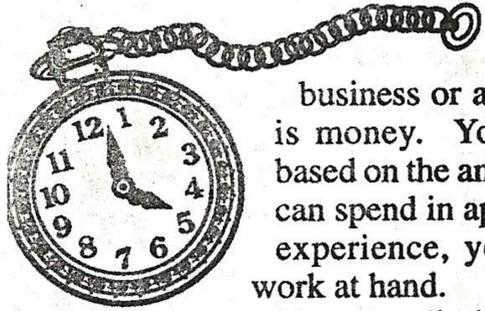
If you have any additional questions, please contact Marty or Cindy at the information provided below. Thank you for choosing Financial Adjustment Bureau, Inc.

Financial Adjustment Bureau, Inc.
612 Jefferson
PO Box 276
Burlington IA 52601

Phone 319-753-6756
Ft. Madison: 372-6415
Toll free: 800-792-4557
Fax: 319-753-6756

We're on you staff but we're not on your payroll!

TIME . . . your most precious possession!



To anyone engaged in business or a profession, time is money. Your earnings are based on the amount of time you can spend in applying your experience, your skills to the work at hand.

Anything that limits the amount of time you can devote to the job of earning your livelihood decreases your income. That is why you engage a good attorney to help you in legal matters, a skilled auditor to aid you in financial problems, an outstanding physician to advise you on ways to remain in good health.

THAT IS ALSO WHY YOU SHOULD HAVE THE SERVICES OF AN EXPERIENCED COLLECTOR TO HELP YOU SOLVE THE PROBLEM OF DELINQUENT ACCOUNTS.

Your Collector Saves You Time!

Regardless of the size or the degree of efficiency of your staff of workers, you cannot expect the same results in collecting past-due accounts as you are assured by engaging the services of a reputable and reliable collection firm.

As members of the American Collectors Association, we are specialists in our profession. Through long years of experience, we have learned how to save you time - and money - in the important matter of effecting prompt, dignified collections.

We save you time by eliminating for you the hundreds of minute details which are routine for us, normal everyday procedures which our organization is especially planned to handle.

We save you time by effecting more prompt settlements from your debtors. *And therein lies the story of how we also save you money.*

MAIL TO: Financial Adjustment Bureau, Inc.
PO Box 276 Burlington, IA 52601-0276

By _____
Address _____ Zip _____
Business Name: _____

PLEASE SEND MORE INFORMATION ABOUT YOUR SERVICES.
I NEED HELP LISTING MY ACCOUNTS.
HERE ARE MY ACCOUNTS. START WORK ON THEM RIGHT AWAY.

Simply send us a copy of your statements, or complete this form

It's Easy to List your Accounts with Us!

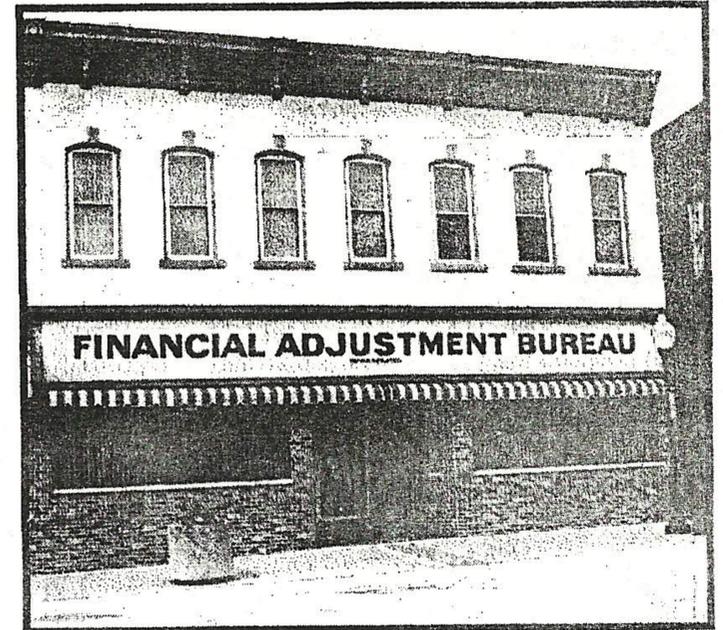
NO COLLECTION - NO CHARGE!

WE COLLECT!

Past due bills and bad checks.
Professional • Retail • Commercial

F.A.B. Inc.
PO Box 276
Burlington, IA
52601-0276

**ACCOUNT
RECEIVABLE
MANAGEMENT
SERVICES**



**FINANCIAL ADJUSTMENT
BUREAU INC.**

Professional Collectors
612 Jefferson • Burlington, Iowa 52601
(319) 753-6756

Fort Madison, Iowa (319) 372-6415

Other areas 1-800-792-4557
FAX: (319) 753-2250

"Debt Collectors Since 1953"

SELECTING A PROFESSIONAL COLLECTION SERVICE



Choosing a professional collection service to collect your delinquent accounts receivable requires careful consideration. The decision involves more than simply awarding your business to the lowest bidder, as the quality of the service you use will affect both your bottom line and your public image. Also, getting the most from using a collection firm requires mutual cooperation and good communication. Here are some factors to consider:

- *References and Reputation*
- *Membership in a Trade Association*
- *Compliance with Licensing and Bonding Laws*
- *Rates and Recovery Percentages*
- *Collection Procedures and Policy*
- *Collector Training and Certification*
- *Remittance Schedule and Reporting*
- *Skiptracing and Forwarding*
- *Special Services*

Don't Gamble with your Collection Accounts!



We've Got the Odds!

Other collection agencies - some from distant towns and even other states - come along periodically and offer the same services as Financial Adjustment Bureau, Inc. but, we have an advantage. We'll collect more of your bad debts because we know the area we service - if you have money due from local people doesn't it make sense to do business with our collection office? **EXPERIENCE AND KNOW HOW** is the secret to handling bad debts.

We continue working the accounts placed with us for collection and don't just work them for a short period of time or send just so many

letters and pre-determined number of attempts to call the debtor and then discontinue work on them. Constantly reviewing accounts placed with us is the reason we'll collect a larger percentage of your accounts.

Don't be sold on just a lower rate. Lower rates usually mean lower recovery - which in the end **COSTS YOU MONEY**. We strive to be competitive and still handle the accounts placed with us at a fair rate and still continue to maintain a high recovery rate.

REMEMBER: *Select the agency that handles your accounts as carefully as you would your banker. Both are handling YOUR MONEY. Financial Adjustment Bureau has been in business in Southeastern Iowa since 1953. We must be doing something right and we thank our many clients for their trust in letting us handle their accounts.*

Collection Laws and Training

Our membership in the American Collectors Association keeps us up to date on the ever changing collection laws. Our collectors receive on-going training through ACA.

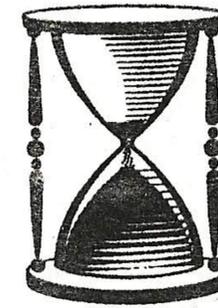
You can be affected if your debt collector is not familiar with the Fair Debt Collection Practices Act and the various state laws.

There are several states where a debt collector cannot contact a debtor unless they are licensed and / or bonded in that state. We are bonded in several of those states.

Did you know

that only **5%** of accounts over 90 days past due will ever pay you voluntarily? That leaves 95% who won't.

That's where we come in. Circle ONE DAY each month to pull your past due accounts from your files or books. Mail them or call us on the ones that need immediate personal attention.



TIME . . . your most deadly enemy!

According to statistics made available by the Department of Commerce, the longer you wait before you take steps to effect collection, *the less your chances of collecting your money in*

full. These authoritative figures offer conclusive proof that accounts depreciate in value with the passage of time. That's why you will find it good business to list your delinquent accounts with us *early*, before the ravages of *time* make good accounts hopeless, and hopeless accounts impossible.

Examine your list of past-due accounts, and let the character of each individual debtor be your guide.

- **Have you lost contact with the patient or customer?**
- **Has the debtor made voluntary efforts to explain the delinquency?**
- **Have they offered or accepted a payment plan?**

If the answer to any of those questions is NO, you will be wise to place the account for collection . . . NOW. Delay may be costly, as you can see from the table below...

Worth Per dollar

Current Accounts	\$1.00
2 months old90
6 months old67
1 year old45
2 years old23
3 years old15
5 years old01

Will you let your past-due accounts
DIE OF OLD AGE?



We are the only local member of the American Collectors Association which has 3600 affiliated offices worldwide. When the debtor moves, and does not pay, we can forward your account to our member in their new location.

RESOLUTION NO. 1275

RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH HBK ENGINEERING, LLC FOR PARK DESIGN.

WHEREAS, the City of West Branch contracted with HBK Engineering, LLC for strategic park planning; and

WHEREAS, the residents of West Branch approved local option sales tax funding for capital improvements in city parks; and

WHEREAS, this funding will come available in fiscal year 2016 and these projects require engineering design, construction documents, cost estimates and project and construction management; and

WHEREAS, HBK Engineering LLC has provided a professional services agreement to provide these services; and

WHEREAS, it is now necessary to approve said agreement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the aforementioned agreement with HBK Engineering, LLC of Iowa City, Iowa, is hereby approved. Further, the Mayor is directed to execute the agreement on behalf of the City.

Passed and approved this 17th day of February, 2015.

Mark Worrell, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

Professional Services Agreement

This Agreement is made and entered into this 17th day of February, 2015, by and between The City of West Branch, Iowa - 110 North Poplar Street, West Branch, IA 52358 ("West Branch") and ("Client") and HBK Engineering, LLC., 509 South Gilbert St., Iowa City, IA 52240 ("Engineer")

Recitals

Client proposes to engage Engineer:

- [1] to perform engineering and planning consulting services
- [2] in connection with parks design related to the parks master plan completed by HBK Engineering LLC for the City of West Branch and dated July 14th, 2014 (together hereinafter referred to as the "Project")
- [3] for The City of West Branch, Iowa ("Owner");

Engineer shall perform the services as requested by the Client and as agreed hereunder.

Agreement

Now Therefore: in consideration of the mutual promises and covenants set forth below, the sufficiency of which are hereby acknowledged, Client and Engineer, agree to the following.

1. Recitals.

Recitals are incorporated into this Agreement as a material part hereof.

2. Entire Agreement.

This signature page, together with *Part I – Scope of Services, Part II – Project Description/Project Limits/Payment for Services, Exhibit A and Part III – Terms and Condition* (each attached hereto), comprise the entire agreement between Client and Engineer relating to the Project.

In witness whereof the parties hereto have made and executed this Agreement:

Client: The City of West Branch, Iowa

Engineer: HBK Engineering, LLC

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

PART I: Scope of Services (in relation to Beranek, Wapsi Creek, Lion’s Field Parks)

1. Stakeholder Meetings, Field Visits, Research

- Perform all necessary initial services
 - Meetings with City staff to review needs, design tasks and other pertinent information
 - Field visits as required to gather additional relevant information
 - Research products and requirements for equipment and facilities

2. Topographic Survey and Preliminary Design

- Initial design services
 - Complete all topographic field survey work required
 - Complete preliminary designs for Beranek, Wapsi Creek and Lion’s Field parks including preliminary cost estimates
 - Review preliminary designs with appropriate stakeholders.

3. Construction Documents and Cost Estimation

- Complete shovel-ready documents for use in bidding and construction
 - Incorporate preliminary design review
 - Complete final design documents – full plans and specifications suitable for bidding
 - Complete final detailed cost estimate with breakdowns per park

4. Project and Construction Management (Year One Projects Only - Beranek Park, Lion’s Field)

- Bidding and construction assistance
 - Assist City in bidding process including pre-bid meeting and apparent low-bidder evaluation
 - Assist with pre-construction meeting and contract negotiations (if necessary)
 - Provide construction administration and inspection services – assumes nine (9) weeks of construction with two (2) site visits per week
 - Progress reports and closeout including final set of as-built drawings

End Part I

Part II: Project Description/Project Limits/Payment for Services

Project Description

Engineering, planning and site design consulting in connection with the **City of West Branch Parks Design – Phase I Project** as depicted in the Strategic Plan for Parks & Rec Capital Improvements – Final Report.

Project Limits

The project area comprises Beranek, Wapsi Creek and Lion’s Field parks located within the city limits of the town of West Branch, IA

Payment for Services

The Engineer will perform the services, enumerated in **Part 1 – Scope of Services** as listed below and at the Standard Hourly Rates (also listed below). Total for project is Thirty Eight Thousand Four Hundred Sixty Dollars and no cents (\$38,460.00.)

Stakeholder Meetings, Field Visits, Research
\$5,890.00

Topographic Survey and Conceptual Design
\$13,940.00

Construction Documents and Cost Estimation
\$10,890.00

Project and Construction Management (Year One Projects Only)
\$7,740.00

Progress billings will be made monthly based upon the actual hours expended and the reimbursable direct costs. Client agrees to each billing within 60 days of receipt. If Engineer does not receive any payment within 60 days of the invoice date, Engineer may, at Engineer’s sole option, cease all Project work until Engineer receives payment in full for all unpaid balances due.

In the event Client or Owner requests Engineer perform additional services not included in the Scope of Services, unless otherwise agreed in writing, by and between Engineer and Client, such services shall be performed at the Standard Hourly Rates with authorization limits to be set at the time such services are requested.

Standard Hourly Rates -- Effective January 1st, 2015

Principal – \$140.00
Senior Licensed Professional Engineer, P.E. – \$125.00
Senior Project Manager – \$125.00
Licensed Professional Engineer, P.E. – \$110.00
Project Manager – \$110.00
Associate II (E.I.T.) – \$100.00
Associate I (E.I.T.) - \$95.00
Project Designer II - \$95.00
Field Administrator – \$90.00
Project Designer I- \$80.00
Project Designer 0 - \$70.00
Field Technician - \$65.00
Administrative – \$60.00

End Part II

Part III: General Terms and Conditions

A. PARTIES AND DEFINITIONS: "Agreement" as used here shall mean, as applicable, the attached Professional Services Agreement (PSA) or Master Services Agreement (MSA) or General Purchase Agreement (GPA) together with, if any, associated Task Authorizations (TA), Exhibits, attachments and addenda. "Prime Agreement" as used here shall mean any senior agreement to which this Agreement may be subordinate. For purposes of this Part III, General Terms and Conditions, HBK Engineering, LLC shall be called "Engineer" and "Client" shall be the party or parties hiring Engineer hereunder to perform the engineering consulting services (the "Work") described in the Agreement (Engineer or Client, "party" and together "parties"). Section headings used in this Agreement are descriptive only and used for the convenience of the parties, in identification of the several provisions and shall not constitute a part the Agreement nor be considered interpretative thereof.

B. INSURANCE: Engineer is protected by Workers' Compensation insurance, Commercial General Liability insurance, Automobile Liability insurance and Professional Liability insurance coverage, and will furnish certificates of insurance upon Client's request. Where requested and where able, the policies shall name Client and Owner additional insured. If Client requires higher, project-specific limits or special insurance coverage beyond Engineer's standard coverage, Client agrees to pay an additional fee based on any additional premium cost.

C. PERMITS: Where and as specific permitting ("Permits") is included as part of the Work, or otherwise provided for by terms of this Agreement, Engineer shall assist in obtaining such Permits and/or will furnish to Client required documents and design data reasonably necessary for such Permitting. Engineer will furnish to Client such documents and design data as may be reasonably required and where applicable shall assist in obtaining permits. Client will furnish all design input required by Engineer for completion of Engineer's Work and to obtain other approvals, permits and/or consents (together, "Permissions") as may be necessary for completion of Engineer's Work on Client's subject project. In any case, **Engineer shall not be responsible for the favorable or timely receipt of Permits or Permissions where delay may be due to reasons beyond Engineer's authority or commercially reasonable control.** It is mutually understood: (i) that Client will pay the cost of all Permits and Permissions, including, without limitation, review fees, bonding, insurance premiums, title company charges, blueprints and reproductions, if any, associated with the Work, and (ii) that such fees are *not included* in Engineer's fees for professional services unless (iii) such fees, in writing, are specifically enumerated and Engineer's payment is specifically provided for by the terms of this Agreement.

D. STANDARD OF CARE Engineer's services will be performed in accordance with generally accepted practices of engineers and/or scientists providing similar services at the same time, in the same locale, and under like circumstances. Upon written notice to the Engineer, within one (1) year following such time the services were rendered, and by mutual agreement between the parties, Engineer will correct those services within the original scope of services not meeting such a standard, without additional compensation. No warranty, express or implied, is included or intended by this Agreement.

E. INFORMATION PROVIDED BY OTHERS: Client shall assist Engineer by placing at his disposal all documents, drawings, reports or other existing information available to Client and Client's consultants and subcontractors that will assist Engineer in the performance of the basic services being provided by Engineer, and Engineer shall be entitled to rely upon the accuracy and completeness thereof. Client recognizes that it is impossible for Engineer to assure the accuracy, completeness and sufficiency of information provided by others, either because it is impossible to verify, or because of errors or omissions that may have occurred in assembling such information. Accordingly, Client agrees, to the fullest extent permitted by law, to indemnify and hold Engineer harmless from any claim, liability or cost (including reasonable attorney's fees and costs of defense) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by Client or obtained from others, upon which Engineer shall rely while providing the scope of services contained in this Agreement. ELECTRONIC MEDIA: Engineer agrees, upon request, to provide materials to Client stored electronically. At Engineer's option, unless specifically agreed to the contrary, such materials will be provided in PDF format. Client recognizes that data, plans, specifications, reports, documents, or other information recorded on or transmitted as electronic media are subject to alteration, either intentional or otherwise, due to, for example, transmission, conversion, media degradation, software error or human alteration. Accordingly, Documents provided to Client in electronic media are provided for general reference only. Engineer makes no warranties, either express or implied, regarding the fitness or

suitability of electronic media. Client agrees electronic media shall not be used, in whole or in part, for any project other than that for which they were created, without the express written consent of Engineer and suitable compensation. Accordingly, Client agrees to waive any and all claims against Engineer resulting in any way from the unauthorized reuse or alteration of electronic media. Documents that may be relied upon by Client as definitive are limited to the printed copies (also known as hard copies) that are signed or sealed by Engineer.

F. OWNERSHIP OF DATA AND DOCUMENTS: Client acknowledges all documents including drawings, specifications, estimates, field notes, and other data and all processes including scientific, technological, software, and other concepts, whether or not patentable, created, prepared or furnished under this Agreement by Engineer or by Engineer's independent contractors and consultants pursuant to this Agreement, are instruments of service in respect of the project and shall remain the property of Engineer whether or not the project is completed. In the event *project plans or specifications prepared under this Agreement shall become the property of Client, completion of the Work and payment in full of all money due to Engineer shall be conditions precedent to such transfer.* In any event, Client shall not reuse or modify Project Plans or Specifications without the prior written authorization of Engineer. *Client agrees, to the fullest extent permitted by law, to indemnify and hold Engineer harmless from any claim, liability or cost (including reasonable attorney's fees and defense costs) arising or allegedly arising out of any unauthorized reuse or modification of the construction documents by the Owner or Client or any person or entity that acquires or obtains the plans and specifications from or through Client without the written authorization of Engineer.*

G. INDEMNIFICATION: Engineer agrees, to the fullest extent permitted by law, and subject to liability limiting provisions elsewhere in this Agreement, to indemnify, but not defend, and hold client harmless from any damage, liability or cost (including reasonable attorney's fees) to the extent caused solely by Engineer's grossly negligent errors or omissions in the performance of professional services under this Agreement. Provided, Engineer shall not be obligated to indemnify Client, in any manner whatsoever, for Client's own negligence.

H. JOBSITE SAFETY: Engineer will not be responsible, nor assume any liability, for any acts or errors or omissions of Contractor or any of Contractor's sub-contractors, agents or employees or any other persons (except Engineer's own employees) at the Work site or otherwise performing Contractor's work. If Engineer's scope of work includes the performance of services during the construction phase of a project, it is understood that the purpose of such services, including visits to the site, is to enable Engineer to better perform the duties and responsibilities assigned to and undertaken by it as a design professional. Neither the professional activities of Engineer, nor the presence of Engineer or its employees at the construction site, shall relieve Contractor of its obligations, duties and responsibilities included in, or necessary to complete, the Work. ***In no event shall Engineer be responsible, in any way whatsoever, for construction means, methods, sequence, techniques or procedures necessary for performing, superintending or managing, in any way, construction aspects of the Work.*** Engineer and its personnel shall have no authority to exercise any control over Contractor's construction, or that of Contractor's subcontractors or other entities or their employees (such individuals and entities, together, "Construction Personnel") in connection with Contractor's Work or any related health or safety programs or procedures. The Contractor agrees that Construction Personnel shall be solely responsible for jobsite safety, and warrants that this intent shall be carried out in Contractor's agreements with Construction Personnel. Contractor also agrees that Contractor, Engineer and Engineer's sub-consultants, if any, shall be indemnified by Construction Personnel and named additional insured under their policies of general liability insurance.

I. ADDITIONAL/EXCLUDED SERVICES: This Agreement is a non-exclusive contract. Engineer may refuse additional work from Client and accept work from others. Client agrees to pay Engineer as compensation for all authorized extra or additional services not specifically covered in the Agreement's scope of services. Services resulting from significant changes in general scope of the underlying project or its design, including but not limited to, changes in size, complexity, assumptions, Client's schedule, or character of construction; and revising previously accepted studies, reports, design documents or contract documents when such revisions are due to causes beyond Engineer's control, shall be considered permitted, additional work. EXCLUDED SERVICES The following services, unless specifically included, are here specifically *excluded* from the Work: land title, ownership and/or tract and lien searches; structural calculations; services involved in the design of improvements lying outside of the Project Limits. Engineer shall perform excluded services only upon written request and agreement. Absent written agreement to the contrary, such additional or excluded services shall be performed on a time and material

basis, at Engineer's then current Standard Hourly Rates with expenses passed through to Client at actual cost plus ten percent (10%). **Hazardous Materials** - Nothing in this Agreement shall be construed as providing any type of service relating to an assessment of the presence or absence of oil, asbestos, radioactive materials or any other hazardous material and/or environmental contaminants which may be subject to regulatory control, or for the design of systems to remove, treat, handle, or dispose of such materials.

J. TERMINATION: Client may, at any time, suspend further work by Engineer, or Client or Engineer may, with or without cause, terminate the Agreement at any time upon ten (10) working day's written notice to the other party. Client agrees to compensate Engineer for all services performed prior to the effective date of suspension or termination, together with reimbursable expenses including, if any, sub-contractors, sub-consultants and vendors. No deductions shall be made from Engineer's compensation on account of sums withheld from payments to contractors, nor shall payment to Engineer be contingent upon financing arrangements or receipt of payment from any third party. Engineer shall forward specifications, drawings and documents relating to the services provided in this Agreement to Client. If Engineer for any reason does not complete all of the services contemplated by this Agreement, Engineer cannot be responsible for the accuracy, completeness or workability of project documents prepared by Engineer if used, changed or completed by the Owner, Client or by another party. *Accordingly, Client agrees, to the fullest extent permitted by law, to indemnify and hold Engineer harmless from any claim, liability or cost (including reasonable attorney's fees and defense costs) for injury or loss arising or allegedly arising from such use, completion or any unauthorized changes made by any party to any contract documents prepared by Engineer.*

K. LIMITATION OF LIABILITY: To the maximum extent permitted by law, Client agrees to limit Engineer's liability for Engineer's acts, errors or omissions under this Agreement such that the total aggregate liability of Engineer hereunder shall not exceed the greater of Fifty Thousand Dollars (\$50,000.00) or Five (5) times Engineer's fee, not to exceed One Hundred Thousand Dollars (\$100,000.00) in total. Further, it is agreed and understood that this limitation of liability is the sole and exclusive remedy available to Client for any damages and/or losses arising from Engineer's services. IN NO EVENT, WHETHER BASED ON CONTRACT, INDEMNITY, WARRANTY, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE, SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY HERETO FOR SPECIAL, INDIRECT, INCIDENTAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES WHATSOEVER INCLUDING, WITHOUT LIMITATION, LOSS OF PROFITS OR REVENUE, OR COST OF CAPITAL.

MISCELLANEOUS PROVISIONS

1. FORCE MAJEURE: Any delays in or failure of performance by Engineer shall not constitute a default hereunder if such delays or failures of performance are caused by occurrences beyond the reasonable control of Engineer, including but not limited to: Acts of God or the public enemy; expropriation or confiscation; compliance with any order of any governmental authority; changes in law; act of war, rebellion or sabotage or damage resulting there from; fires, floods, explosion, accidents, riots, strikes or other concerted acts of workmen, whether direct or indirect; delays in permitting; or any other causes, whether similar or dissimilar, which are beyond the reasonable control of Engineer. **2. INTERPRETATION:** The parties acknowledge and agree the terms and conditions of this Agreement, including but not limited to those relating to allocation of, releases from, exclusions against and limitation of liability, have been freely and fairly negotiated. Each party acknowledges that in executing this Agreement they have relied solely on their own judgment, belief, and knowledge, and such advice as they may have received from their own counsel, and they have not been influenced by any representation or statement made by any other party or its counsel. No provision in this Agreement is to be interpreted for or against any party because that party or its counsel drafted such provision. In the event that any portion or all of this agreement is held to be void or unenforceable, the parties agree to negotiate in good faith to amend the commercial and other terms of the Agreement in order to effect the intent of the parties as set forth in this Agreement. The parties agree to look solely to each other with respect to performance of this Agreement. The provisions of this agreement which by their nature are intended to survive the termination, cancellation, completion or expiration of the Agreement, including but not limited to any expressed limitation of or released from liability, shall continue as valid and enforceable obligations of the parties notwithstanding any such termination, cancellation, completion or expiration. **3. ENTIRE AGREEMENT:** This Agreement, and without limitation, any Exhibits, addenda, applicable Task Authorizations, Purchase Orders, Requisitions and other such similar "Work Requests", constitute the entire Agreement between Client and Engineer, superceding all prior or contemporaneous communications, representations or agreements, whether oral or written, relating to the Work

hereunder. In the event of conflict and/or ambiguity between any provision of this Agreement and, without limitation, that contained in any Work Request, proposal, contract, requisition, notice to proceed, or any other Project document, this Agreement, and within this Agreement this Part III - Terms and Conditions, shall take precedence and prevail in enforcement and or clarification. No other representations of any kind, oral or otherwise, have been made. Client and Engineer each binds himself and his partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other part, in respect to all covenants of this Agreement; except as above, neither Client nor Engineer shall assign, sublet or transfer his interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any owner, officer or agent of Engineer, Client or any public body that may be a part hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than Client or Engineer. 4. DISPUTE RESOLUTION: All claims, disputes or controversies arising out of or in relation to the interpretation, application or enforcement of this Agreement shall be submitted to arbitration pursuant to the Rules for Commercial Arbitration of the American Arbitration Association. Judgment on any interim or final award rendered by the arbitrator may be entered and enforced in any court of Illinois or the United States District Court for the Northern District of Illinois. The city and state of such arbitration shall be in Chicago, Illinois. Any legal action by either party against the other for any cause or causes, including but not limited to breach of this Agreement, negligence, misrepresentations, breach of warranty or failure to perform in accordance with the standard of care, however denominated, shall be barred two (2) years from the day after completion of Engineer's services hereunder. 5. GOVERNING LAW: This Agreement shall be governed and construed in accordance with the laws of the state of Illinois. Client hereby irrevocably consents and submits to the jurisdiction of any State Court of Illinois, or the United States District Court for the Northern District of Illinois and waives any and all objections that it may have to Cook County venue or the issuance of service of process in any such proceedings. 6. ATTORNEY FEES, COSTS AND EXPENSE: In the event either or both Engineer and/or Client, Owner or any other party adverse to Engineer shall institute any action or proceeding against the other relating to the enforcement of this Agreement, any provision hereof, or any default hereunder, the non-prevailing party shall pay the prevailing party's reasonable attorneys' fees, costs and expenses. 7. SEVERABILITY: Every paragraph, part, term or provision of this Agreement is severable from another. If any paragraph, part, term or provision of this Agreement is construed or held to be void, invalid or unenforceable by order, decree or judgment of a court of competent jurisdiction, the remaining paragraphs, parts, terms and provisions of the Agreement shall not be affected thereby but shall remain in full force and effect. The parties further agree to reform these Terms and Conditions to replace any such invalid or unenforceable provision with a valid and enforceable provision that comes as close as possible to the intention of the stricken provision. 8. SURVIVAL: These terms and conditions, including, without limitation, any expressed limitation of or release from liability, shall survive the completion of Work or termination of this Agreement and shall remain in full force and effect. 9. ASSIGNMENT: Client may not assign rights, duties and liabilities under this Agreement without prior written consent of Engineer. 10. SOLICITATION OF EMPLOYMENT: Neither party shall, during the term of this Agreement or for a period of one hundred eighty (180) days thereafter, directly or indirectly for itself or on behalf of, or in conjunction with, any other person, partnership, corporation, business or organization, solicit, hire, contract with or engage the employment of an employee or any other with whom that party or its personnel have had contact during the course of providing the Services under this Agreement, unless that party has obtained the written consent of the other to such hiring and that party pays to the other a fee to be mutually agreed upon.

END PART III-GENERAL TERMS AND CONDITIONS
THUS13149250

REMAINDER OF THIS PAGE LEFT BLANK INTENTIONALLY.

February 2, 2015

City of West Branch
c/o Dawne Brandt, City Clerk
110 North Poplar Street
West Branch, IA 52358

Dear Dawne:

We appreciate our partnership with West Branch and commend the City on maintaining its current Code of Ordinances with regular supplements. The City's Code was originally adopted in 1999. While you have done a great job of codifying locally adopted ordinances, since 1999 there have been many State legislative changes enacted that have not been incorporated into your Code.

For example:

- 1) 1.10 Standard Penalty – The West Branch Code lists \$500, and State Code limits for misdemeanors was changed to \$625 in 2009.
- 2) 17.03 (1) Exercise of Power – The West Branch Code provides a limit of \$25,000, and State Code amended the limit to \$100,000 in 2007.
- 3) 50.12 Installation Payment of Cost Abatement – The West Branch Code provides for installments if costs exceed \$100, and State Code was amended to \$500 in 2012.

We bring this to your attention so the City understands there are discrepancies between its current City Code and the Code of Iowa. West Branch has a couple options to consider in the continued maintenance of its code.

Option 1, Supplement and Readopt: For cities that have not completed annual supplements, this is the minimum action required to be in compliance with State Code. This option would include supplementing your code by codifying Ordinances No. 705-729. In addition, we would send you the necessary proceedings for the code to be readopted.

Specifically, this option includes:

- 14 sets of replacement pages needed to incorporate changes required by Ordinances No. 705-729.
- Updated supplement record page to document the above codification.
- Proceedings to readopt the existing Code of Ordinances.
- Digital copy of your updated code book.

The cost to supplement and readopt the City code is \$2,000.

610 Buddy Holly Place • P.O. Box 141 • Clear Lake, Iowa 50428

Phone: 641-357-7596 • Fax: 641-357-7561

simmering-cory.com

iowacodification.com

OR

Option 2, Code Update and Readopt: This option includes not only the supplementation of your uncodified ordinances, but also, a comprehensive update of your existing City code books to incorporate State legislative changes and City updates. We will also provide the necessary proceedings for you to adopt the updated Code of Ordinances.

Specifically, this option includes:

- Supplementing Ordinances No. 705-729.
- Incorporating State of Iowa legislative changes that have impacted your City's code and result in certain chapters not being consistent with State Code.
- Including City deletions and clean-ups to sections of your code that are no longer being utilized or are inconsistent with actual practice.
- 14 complete sets of the new code books.
- Proceedings to adopt the revised Code of Ordinances.
- Digital copy of your updated code book.

With the information we have at this point, the cost to produce the updated code is \$6,000.

Usually this process takes about one year, so the price is spread out over more than one fiscal year, with forty percent due as a down payment, forty percent due as a draft payment, and the balance due when the new code books are shipped.

This proposal is valid for 90 days.

ONGOING SERVICES:

- ◆ **SUPPLEMENTS.** We offer our clients a continuing supplement service in order to keep a City's code current. As local ordinances are adopted, we codify them into the proper places in the code book. Cities receive digital and hard copy supplements. In addition, we provide a supplement record page listing all the codified ordinances.

Our cities utilize this ongoing supplement service on an annual, semi-annual, quarterly, or "as-needed" basis. We pride ourselves in a prompt turnaround of the ordinances submitted by a city. Supplement service costs are \$22 per page where text is changed, and \$2.50 for a back or front side where no change is made (2 sheets needed for duplexing) or where text on pages has to be bumped because of supplementing.

- ◆ **LEGISLATIVE UPDATES.** An additional service which we make available to our clients is our annual legislative update. Once a year we send a list of bills that have been passed by the Iowa General Assembly and which impact the City's code. We then offer to prepare the necessary amending ordinances needed to incorporate the legislation into the City's code, and once the ordinances have been adopted, we codify them into

the code. We believe the cost of this service is very economical, but its price varies each year depending on the amount of legislative action that has occurred.

Here is the cost of legislative changes for the past five years, assuming a city purchased all the changes we offered:

2010	\$ 650
2011	-0-
2012	650
2013	400
2014	1000

We recommend purchasing legislative change amendments each year in order to keep the City's code up-to-date. There is no annual fee. The cost depends on the number of ordinances to be supplemented and which updates the City wishes to order.

- ◆ **SAMPLES.** Another service we provide is sharing sample ordinances compiled from working with our clients. For instance, if West Branch were having problems with parking during snow removal and were not satisfied with the current regulations, you could ask us to send you samples of how other cities handle the situation. In this case, we would have more than 20 samples to share.
- ◆ **ONLINE SERVICES.** Once an update project is completed, for an additional fee, we can also assist the City with posting their Code of Ordinances and/or Council minutes online.

As you may know, we have provided codification services to cities in Iowa for nearly 30 years. We hope to continue partnering with you to maintain West Branch's code and assist with your future codification needs. Please do not hesitate to call me if you have any questions.

Sincerely,



Alice Futrell
afutrell@netins.net
Iowa Codification, Inc.
610 Buddy Holly Place, P.O. Box 141
Clear Lake, IA 50428
(641) 357-7596

Overview

The U.S. Bank Iowa Card Consortium is a publicly bid and awarded consortium contract for payment card services, open to all political subdivisions in the state of Iowa. It provides a standard contract to secure world-class commercial card services and competitive rebates without conducting a costly and time-consuming RFP and review process.

The University of Iowa issued a request for proposal (RFP) on behalf of the Regent Institutions. An evaluation committee made up of members from each institution performed a thorough competitive analysis of the nation's leading card providers and awarded the contract to U.S. Bank. This Regents joint agreement is now being extended to all Iowa political subdivisions. The State of Iowa recently accessed this agreement and has successfully implemented the U.S. Bank program. The U.S. Bank Iowa Card Consortium offers a convenient way to obtain the services of a trusted card issuer with the strength, experience, and commitment to service your program deserves.

Strength

U.S. Bank is one of the strongest banks in America. Our stability is regularly recognized for by rating agencies with some of the best bond ratings in the industry. These assets allow us to focus all of our attention and resources on serving you, our customer.

Experience

U.S. Bank has been a pioneer in the commercial card business since first developing the purchasing card in the 1980s. In addition to being the leading purchasing card provider to the U.S. federal government, U.S. Bank supports programs across North America at state and local levels, as well as for hundreds of colleges, universities and K-12 school districts. Our experience ensures that we can collaborate with you to build and maintain a best-in-class card program.

Join the **University of Iowa, Iowa State University, University of Northern Iowa and the State of Iowa**, and discover U.S. Bank's full suite of payment products today



Service

Service is a way of life and a personal commitment from everyone at U.S. Bank. We are honored to partner with those who serve the public interest. Your work is vital to our nation and U.S. Bank is committed to helping you meet your mission with greater efficiency and effectiveness.

Products

The U.S. Bank Iowa Card Consortium provides a standard contract platform for political subdivisions to secure a number of payment services including:

- Purchasing Cards (with travel/accident insurance)
- Central Purchasing Accounts
- One Cards
- U.S. Bank Access® Online Payment Plus
- Managed Spend Cards

These innovative solutions are supported by web-based program management tools that allow organizations to securely access information 24/7, and proactively manage general payables and travel expenditures.

Costs and Rebates

The U.S. Bank Iowa Card Consortium includes generous revenue sharing opportunities, which provide increasing rebates to every participant in the



Consortium as the total program grows. The rebate structure also provides for further rewards to every participant based on individual spending and payment performance. Moreover, there are no administrative fees with this program. Every dollar of rebate earned by your organization is paid directly to you. Neither U.S. Bank nor the founding anchor levies an administrative fee of any kind.

For more information

From commercial cards to access tools to complete electronic procure-to-pay systems, U.S. Bank offers organizations the solutions they need to cut costs, manage vendor payments and operate more efficiently. For more information, please contact U.S. Bank at 866-274-5898 or visit usbpayment.com

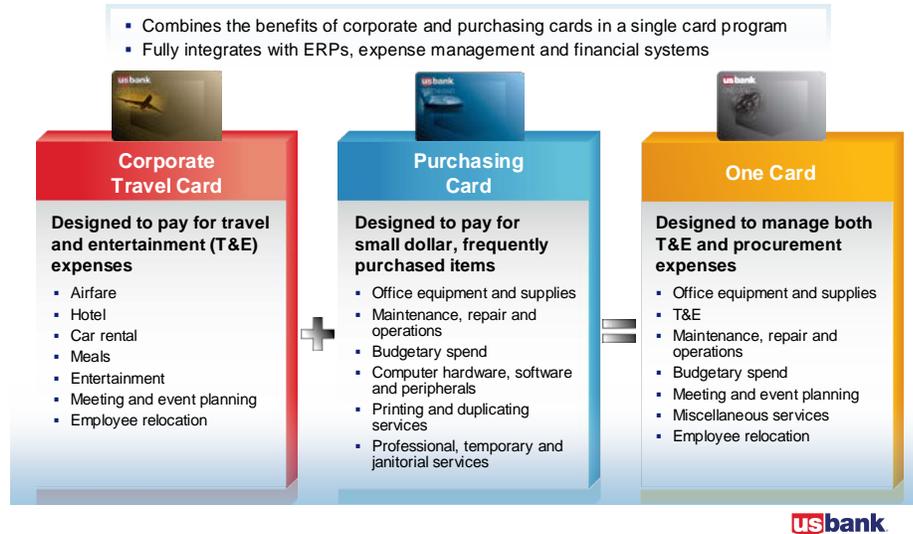
All of  serving you®



usbpayment.com

For your card needs, we would recommend a One Card. The U.S. Bank One Card program unites the power of the U.S. Bank Purchasing Card, U.S. Bank Corporate Travel Card and U.S. Bank Fleet Card. The one card program allows the City to manage your travel and procurement with just one process, one staff, one card issuer and only one bill. Additional program features include:

What is a One Card?



- Convenience of several product features in one product
- Issued and supported Directly by U.S. Bank (no third Party Vendors)
- Online Reporting with our Access Online Systems – over 100+ standard reports available
- Automatic Travel Insurance & Emergency Travel Services
- Current Accounting System integration
- Program is customized to your policy and agency needs

Control Options

U.S. Bank provides customized tools to set parameters for your program's checks and balances. All controls can be set down to the individual cardholder level and can be modified on an ongoing basis. Some of the control features we provide include:

- MCC Code Blocking**
- Velocity Monitoring**
- Single Purchase Limits**
- Monthly Spending Limits**
- ATM/Cash Blocking**
- Expiration Dates**
- Cash/Dollar Limits**
- ↓ Balance Capability**
- Real Time Edit Functions**
- Liability Insurance**

Reporting Options

U.S. Bank provides customized reporting and supporting documentation through our Access Online Information/Reporting Tool. Some of the reporting features we provide include:

- Integrating with your Financial Software
- Transaction Reporting
- Online Reallocation/Approval Tools
- Tax & Compliance Management Tools
- Receipt Image Storage Capabilities
- Online Statements/Historical Data

Billing Accounts (CBA)

U.S. Bank also offers a variety of Central Bill Accounts to meet specific spending needs:

- **Ghost Accounts**—Offer organizations all the same features and benefits of commercial cards, but without the actual plastic card.
- **Central Travel System (CTS) Accounts**—Centrally billed charge accounts to which all airline ticket purchases can be made.
- **Event Planner Cards**—Created to meet the unique needs of your event and meeting planners—specifically funded events.
- **Supplier Accounts**—Designated accounts assigned to key suppliers which your employees can use to make purchases exclusively at the designated supplier.

Statement Options

U.S. Bank provides multiple statement delivery options to integrate with the City’s data management needs.

- **Online Statements**—All statements can be viewed online through Access Online, U.S. Bank’s web-based program management system.
- **Electronic Statement Billing File (SBF)**— Transactional detail includes the supplier information associated with each transaction.
- **Electronic Data Interchange (EDI)**—EDI invoicing is available in the ANSI X12, 810 invoice format, transmitted through a value-added network.
- **Paper Statement**—A paper-based statement is available for each company or cardholder setup established.

One Card Summary of Features and Benefits:

Feature	Benefit
No annual card fees	■ No hidden charges
No-cost web-based program management tool	■ Ability to administer cardholder account setup and maintenance online
Policy compliance and control	■ Fully monitor and control expenditures
Fully automated reporting	■ Robust ad-hoc reporting capabilities
Cost savings – one payment a month	■ Decrease costs associated with the processing of checks, invoices and purchase orders ■ Enhance cash management

Executive Summary

U.S. Bank looks forward to being your partner and provide your organization customized tools to assist you in managing your purchase card program. All controls can be set down to the individual cardholder level and can be modified in accordance to your policies and work needs.

- **Implement an effective, tailored program to your organization**
- **Partner with a Payments Leader**
- **Utilize a Low Cost Program**
- **Using Innovative Payable products (www.usbpayment.com)**
- **Working with a Bank that wants your program to succeed**
- **Assigned a Team of U.S. Bank employees to support your program**

PARTICIPATING ENTITY ADDENDUM

This Participating Entity Addendum (“**Participating Entity Addendum**”) constitutes an addendum to and modification of the U.S. Bank Commercial Card Master Agreement, dated August 12, 2010 (the “**Agreement**”) between the University of Iowa (“**University**”) and U.S. Bank. This Participating Entity Addendum is entered into by and between U.S. Bank National Association (“**U.S. Bank**”) (as successor in interest to U.S. Bank National Association ND) and the entity identified herein and executing this Participating Entity Addendum as “**Participating Entity**”. This Participating Entity Addendum shall become effective upon signing by or on the behalf of U.S. Bank (“**Effective Date**”) and supersedes any previous and like addenda with Participating Entity.

RECITALS:

- A. University has entered into the Agreement for the purpose of making available a Commercial Card Program (“**Card Program**”) as described in the Agreement and Card Program for use by the University, Participant(s) and Participating Entity(s);
- B. University is willing to permit Participating Entity to participate in the Card Program, provided that Participating Entity assumes all responsibility and liability for Participating Entity’s performance of the terms and condition of the Agreement as if Participating Entity was the entity signing the Agreement as University. University shall not bear liability or responsibility for Participating Entity under the Agreement or this Participating Entity Addendum; and
- C. Participating Entity has received a copy of the Agreement from University, and after thorough review of the Agreement, desires to become a Participating Entity under the Agreement. Participating Entity assumes all responsibility and liability for Participating Entity’s performance of the terms and condition of this Participating Entity Addendum as well as the Agreement as if Participating Entity was the entity signing the Agreement as University, but Participating Entity shall not be liable for the acts and omissions of University under the Agreement or this Participating Entity Addendum.

AGREEMENT

Now therefore, in consideration of the foregoing Recitals, which are incorporated herein by reference, the mutual premises and covenants set forth in the Agreement, which are incorporated herein by reference, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Participating Entity and U.S. Bank agree as follows:

1. Capitalized terms used in this Participating Entity Addendum and not otherwise defined in this Participating Entity Addendum are used with the same respective meanings attributed thereto in the Agreement.
2. Participating Entity agrees to accept and perform all duties, responsibilities and obligations required of University as set forth in the Agreement. Cards shall be issued to designated employees of Participating Entity upon execution of this Participating Entity Addendum by Participating Entity and U.S. Bank.
3. Since the establishment of a Commercial Card Program is an extension of credit, U.S. Bank reserves the right to require Participating Entity to provide U.S. Bank with the last three (3) years of audited financial statements of Participating Entity. Upon the request of U.S. Bank, Participating Entity shall provide to U.S. Bank annual financial statements thereafter. U.S. Bank will review the financial statements and notify Participating Entity of the approval or decline of its credit qualification. If such financial statements can be independently obtained by U.S. Bank, Participating Entity will not be required to provide such financial statements.
4. Participating Entity shall make payment to U.S. Bank for all Debt incurred by Participating Entity and its Cardholders as provided in the Agreement and U.S. Country Addendum. “**Debt**” means all amounts charged to a Card and/or Account including, without limitation, all amounts related to Purchases, fees and other Charges that are owed to U.S. Bank by Participating Entity and its Cardholders.
5. Participating Entity declares that Cards shall be used for official Participating Entity purchases only, and shall not be used for individual, consumer purchases or to incur consumer debt. Participating Entity warrants that it possesses the financial capacity to perform all of its obligations under the Agreement and this Participating Entity Addendum.
6. The representations, warranties and recitals of Participating Entity set forth in this Participating Entity Addendum and the Agreement constitute valid, binding and enforceable agreements of Participating Entity, all extensions of credit made pursuant to this Participating Entity Addendum and the Agreement to Participating Entity will be valid

and enforceable obligations of Participating Entity and Participating Entity shall pay to U.S. Bank all Debts incurred by Participating Entity in accordance with the terms of the Agreement and this Participating Entity Addendum. The execution of this Participating Entity Addendum and the performance of the obligations hereunder and under the Agreement are within the power of Participating Entity, have been authorized by all necessary action and do not constitute a breach of any agreement to which Participating Entity is a party or is bound.

7. The notice address for Participating Entity is:

<p>U.S. Bank: U.S. Bank National Association C/O U.S. Bancorp Card Services, Inc. Mail Code EP-MN-A17S 901 Marquette Avenue South Minneapolis, MN 55402 Attn: CPS Contract Services</p>	<p>Participating Entity:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Attn: _____</p>
--	---

8. Authorization and Execution

A. Authorization. Participating Entity certifies to U.S. Bank that the person executing this Participating Entity Addendum (1) is authorized by Participating Entity in accordance with its organization rules and applicable law to bind Participating Entity to the Terms and Conditions of the Agreement and this Participating Entity Addendum and (2) has the authority to incur Debt in the name of Participating Entity. Participating Entity certifies that the signer's authorization to bind Participating Entity and incur Debt in the name of Participating Entity is evidenced by the following: (Please check one of the following boxes.)

- The signer is an officer as indicated on Participating Entity's SEC 10-K Form. (No additional information needed.)
- The signer is an officer of the Participating Entity and is acting in his or her capacity as an agent of the Participating Entity. Furthermore, the signer represents and warrants that he or she is duly authorized by an applicable Bylaw, Article or other Corporate Authority to enter into transactions of this nature. Participating Entity represents and warrants that this transaction is within the scope of the normal course of business and does not require further authorization for the Participating Entity to be bound by this Agreement and this Participating Entity Addendum. (No additional information needed unless requested.)

If one of the above boxes cannot be checked, or if in the opinion of U.S. Bank's Credit Risk Management Department further proof of authority is necessary, Participating Entity must provide a Corporate Certificate of Authority that complies with Participating Entity's Articles of Organization or Bylaws.

B. Signatures. In witness whereof, the Parties have, by their authorized representatives, executed this Participating Entity Addendum.

<p>Dated this _____ day of _____, 20__</p> <p>By Participating Entity:</p> <p>_____</p> <p>(U.S. Entity Name)</p> <p>_____</p> <p>(Signature of Authorized Signer)</p> <p>_____</p> <p>(Printed Name of Authorized Signer)</p> <p>_____</p> <p>(Printed Title of Authorized Signer)</p>	<p>Dated this _____ day of _____, 20__</p> <p>By U.S. Bank:</p> <p>U.S. Bank National Association</p> <p>_____</p> <p>(U.S. Entity Name)</p> <p>_____</p> <p>(Signature of Authorized Signer)</p> <p>Kelly M. Caspers</p> <p>_____</p> <p>(Printed Name of Authorized Signer)</p> <p>Vice President</p> <p>_____</p> <p>(Printed Title of Authorized Signer)</p>
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