

*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](http://www.westbranchiowa.org) • [city@westbranchiowa.org](mailto:city@westbranchiowa.org)

**CITY COUNCIL WORK SESSION AGENDA #1**  
**Tuesday, January 19, 2016 • 6:00 p.m.**  
**City Council Chambers, 110 North Poplar Street**

1. Call to order
2. Roll call
3. Consultant Interviews for Park Improvements at Pedersen Valley RFQ
4. Adjournment

**CITY COUNCIL MEETING AGENDA**  
**Tuesday, January 19, 2016 • 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 January 4, 2016 City Council Meeting.
  - b. Approve minutes from the January 4, 2016 City Council Work Session.
  - c. Approve claims.
6. Communications/Open Forum
7. Public Hearing/Non-Consent Agenda
  - a. Mayor Roger Laughlin – Recognition of Fulwider Agency
  - b. Superintendent Pete Swisher, Herbert Hoover National Historic Site
    - i. USGS Flood Inundation Model Update
    - ii. Clarifying street and alley vacations within the Historic Site
  - c. Resolution 1417, approving the purchase of a 2016 Dodge Ram 1500 Regular Cab 4x4 Tradesman Utility Truck in the amount of \$25,336.00./Move to action.
8. City Staff Reports
  - a. City Engineer Dave Schechinger – College Street Bridge Project Update
  - b. City Administrator Matt Muckler – February Council Meeting Schedule
9. Comments from Mayor and Council Members
  - a. Mayor Roger Laughlin – Development of a City Logo and Promotions Campaign
10. Adjournment

**CITY COUNCIL WORK SESSION AGENDA #2**  
**Tuesday, January 19, 2016**  
**Immediately following regular City Council Meeting**  
**City Council Chambers, 110 North Poplar Street**

1. Call to order
2. Roll call
3. FY 2017 Budget Session
  - i. Department Director presentations
  - ii. Council approves an initial general fund revenue estimate and salary plan
  - iii. Council Member Input – Questions and comments for staff
4. 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**

**January 4, 2016  
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council meeting to order at 7:00 p.m. Mayor Laughlin then invited the Council, staff and members of the audience to stand and led the group in the Pledge of Allegiance. Roll call: Mayor Roger Laughlin was present. Council members: Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, and Mary Beth Stevenson were present. Laughlin welcomed the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Leslie Brick, Finance Officer Gordon Edgar, City Attorney Kevin Olson, Police Chief Mike Horihan, Library Director Nick Shimmin, Park & Recreation Director Melissa Russell and Public Works Director Matt Goodale.

**APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.**

Approve minutes from the December 21, 2015 City Council Meeting.  
Approve claims.  
Approve 2016 Seal Coat Unit Pricing Agreement with L. L. Pelling Company.  
Approve Class E liquor license, including carryout beer; carryout wine; and Sunday sales privileges for Fisher's Market Nauvoo, IL DBA Dewey's Jack & Jill.  
Approve 2016 City Council Meeting Schedule.  
Motion by Stevenson, second by Shields to approve agenda/consent agenda. AYES: Stevenson, Shields, Miller, Ellyson, Pierce. Motion carried.

Council Claims 1/4/2016

BAKER & TAYLOR INC.	SUPPLIES	10.05	
BARNHART'S CUSTOM SERVICES	SERVICES	355.00	
CAJ ENTERPRISES INC	HAULING	224.42	
CHIEF SUPPLY CORPORATION	EQUIPMENT/SUPPLIES	156.14	
CITY OF COLUMBUS JUNCTION	TRAINING REIMBURSEMENT	8,000.00	
DORSEY & WHITNEY LLP	DORSEY & WHITNEY LLP	18,362.44	
FREEDOM FIREARMS LLC	AMMUNITION	660.00	
FREEMAN LOCK & ALARM INC	KEYS	38.50	
HAWKINS INC	SUPPLIES	817.09	
IOWA ASSN. MUN. UTILITIES	DUES	538.59	
IOWA LAW ENFORCEMENT ACADE	SERVICES	140.00	
JOHN DEERE FINANCIAL	SUPPLIES	250.53	
JOHNSON COUNTY REFUSE INC.	SUPPLIES	625.00	
LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	1,201.29	
MEDIACOM	MEDIACOM	48.40	
MENARDS	SUPPLIES	97.34	
NATIONAL WASH AUTHORITY, L	SERVICES	5,100.00	
PEDEN, SHANELLE M	PEDEN, SHANELLE M	75.00	
THOMAS HEATING & AIR LLC	FURNACE & INSTALLATION	2,425.00	
UNIFORM DEN INC.	UNIFORMS	856.47	
UNITED LABORATORIES	SUPPLIES	550.90	
UPS	SERVICE	83.51	
USA BLUE BOOK	SUPPLIES	<u>205.28</u>	
TOTAL			40,820.95
PAYROLL	12/31/2015 REGULAR		34,205.35
PAID BETWEEN MEETINGS:			
IOWA PRISON INDUSTRIES	UNIFORMS	225.00	
VERIZON WIRELESS SERVICE	SERVICE	785.15	
CROELL REDI-MIX INC	CONCRETE	2,766.25	
PITNEY-BOWES	POSTAGE	<u>500.00</u>	
TOTAL			<u>4,276.40</u>

GRAND TOTAL EXPENDITURES	79,302.70
FUND TOTALS	
001 GENERAL FUND	49,837.69
022 CIVIC CENTER	43.22
031 LIBRARY	4,777.38
110 ROAD USE TAX	3,560.23
112 TRUST AND AGENCY	3,641.92
600 WATER FUND	12,008.56
610 SEWER FUND	<u>5,433.70</u>
GRAND TOTAL	79,302.70

**COMMUNICATIONS/OPEN FORUM - None**

**PUBLIC HEARING/NON-CONSENT AGENDA**

Resolution 1413, approving license agreements with the American Society of Composers, Authors and Publishers and Broadcast Music, Inc./Move to action.

Olson reported that this is an annual contract with ASCAP and BMI which allows the City to host musical festivals, concerts, and performances. Fees are based on city size.

Motion by Shields, second by Ellyson to approve Resolution 1413. AYES: Shields, Ellyson, Stevenson, Miller, Pierce. Motion carried.

Resolution 1414, approving an entertainment contract with Flying Houndz Frizbee LLC./Move to action.

Muckler stated that this contract is for Hoover's Hometown Days 2016 and that this includes two performances that will be held in the Herbert Hoover National Historic Site.

Motion by Stevenson, second by Pierce to approve Resolution 1414. AYES: Stevenson, Pierce, Ellyson, Miller, Shields. Motion carried.

Resolution 1415, adopting a policy authorizing the city clerk or deputy city clerk to pay certain bills prior to the City Council's approval./Move to action.

Motion by Ellyson, second by Shields to approve Resolution 1415. AYES: Ellyson, Shields, Miller, Stevenson, Pierce. Motion carried.

Resolution 1416, establishing a new reserve fund./Move to action.

The purpose of the fund is for the Memorial Garden Project coordinated by Robin Hunter. The fund will be used to hold donations for the project and to be used to pay for all of the expenses for the project.

Motion by Pierce, second by Shields to approve Resolution 1416. AYES: Pierce, Shields, Stevenson, Miller, Ellyson. Motion carried.

Councilperson Mary Beth Stevenson- Appointments/Reappointments./Move to action.

- i. John Fuller – Planning & Zoning Commission, December 31, 2019.
- ii. Sally Peck – Planning & Zoning Commission, December 31, 2019
- iii. Craig Walker – Zoning Board of Adjustment, December 31, 2020

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

Mayor Roger Laughlin – Appointments/Reappointments./Move to action.

- i. Mayor Pro Tem – Colton Miller
- ii. Official City Newspaper – West Branch Times
- iii. Public Health Officer – Dr. Thomas Novak
- iv. Animal Control Facility – West Branch Animal Clinic
- v. City Engineer – Dave Schechinger, Veenstra & Kimm, Inc.
- vi. Ashley Olsen – Animal Control Commission, December 31, 2018
- vii. Alan Beyer – Animal Control Commission, December 31, 2018
- viii. Liz Seydel – Parks & Recreation Commission, December 31, 2018
- ix. Cory Nalan – Park & Recreation Commission, December 31, 2018

x. Doug Klein – Park & Recreation Commission, December 31, 2018

Motion by Stevenson, second by Pierce to approve Appointments/Reappointments. AYES: Stevenson, Pierce, Shields, Ellyson, Miller.

**CITY STAFF REPORTS - None**

**COMMENTS FROM MAYOR AND COUNCIL MEMBERS**

Mayor Laughlin reminded the Council of the Main Street West Branch Meet & Greet on Wednesday, January 6, 2016 from 5:00 p.m. to 6:30 p.m. at the Brick Arch. Kevin Rogers, new Main Street Director will be introduced. Laughlin also reported that the next StreamTeam meeting will be on January 14, 2016 at noon at the Public Library Community Room.

Shields commented on the sidewalk snow removal policy and asked if some investigation could be done with the schools to see if silver chord hours could be offered to assist residents to complying with the ordinance.

**ADJOURNMENT**

Motion to adjourn meeting by Shields, second by Ellyson. Motion carried on a voice vote. City Council meeting adjourned at 7:17 p.m.

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Roger Laughlin, 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**

**January 4, 2016  
7:00 p.m.**

Mayor Laughlin opened the West Branch City Council work session at 7:21 p.m. by welcoming the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Leslie Brick, Finance Officer Gordon Edgar, City Attorney Kevin Olson, Police Chief Mike Horihan, Library Director Nick Shimmin, Park & Recreation Director Melissa Russell and Public Works Director Matt Goodale. Council members: Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, and Mary Beth Stevenson were present.

#### Review of Proposed Budget Schedule

Muckler reviewed the proposed budget schedule and presented the timeline for completing the budget. The next City Council meeting on January 19, 2016 will focus on two items; the Department Directors will give their budget presentations and the Council will approve the initial general fund revenue estimates and salary plan. February 1<sup>st</sup> - Council approves: 1) general fund non-salary expenditures, 2) revenue estimates for all other funds, and 3) non-salary expenditures for all other funds. February 16<sup>th</sup> - Council receives and adopts final proposed budget and orders notice of hearing. March 7<sup>th</sup> - Budget Hearing and Adoption of Final Budget.

#### Comp Plan Review

Planning & Zoning Chairperson, John Fuller reported to the Council that the P&Z Commission is currently reviewing the Comp Plan. The review covers identifying the changing needs of the community and its residents, updating census data, indicating project completions, fixing typos etc. The review is an ongoing project and Fuller hopes to have an updated plan completed in 2017.

#### CIP Review

Muckler reviewed the 5 Proposed Capital Improvements for FY16/17. 1) Beranek Street (\$400,000), includes water, sewer and storm water updates, 2) S. Maple, between 2<sup>nd</sup> & 4<sup>th</sup> (\$60,000) – asphalt overlay and sewer updates, 3) N. 1<sup>st</sup> Street, Main to Green (\$81,000) street improvements, 4) N. 2<sup>nd</sup> Street, Main to Green (\$140,000) street improvements, 5) N. 2<sup>nd</sup> Street, Green to College (\$135,000) street improvements. Ellyson recommended holding off on improvements to N. 2<sup>nd</sup> Street until the College Street bridge project is completed. Stevenson suggested an increase in the budget to allow for additional BMP projects. Shields also suggested that Council consider moving up the construction of a new salt shed and making it a priority.

#### City Council Annual Goals

Muckler reviewed the goals the Council set in the 2015 Goal Setting Session. Ellyson suggested that the list be reprioritized specifically noting that improvements to Wapsi Park at this time would be a waste of resources until the College Street bridge project is completed. Stevenson felt Wapsi Park should not be off for too long, but agreed that more information was needed regarding the bridge project and how that would affect the moving forward with the park progress.

#### Total Employee Compensation Proposal

City Administrator Muckler provided Council with the employee compensation proposal for FY16/17. The proposal includes a three percent salary increase for all full-time employees, a 10% for the deputy city clerk and the police department. Miller questioned the 10% increase for the two new officers and Muckler responded that the increase was an effort to keep and attract current and future officers to the City.

FY 16 Expenditures by Function

Muckler provided a breakdown of expenditures by function.

FY 16 Revenue by Source

Muckler reviewed the revenue sources and actual revenue amounts from each source.

West Branch Property Tax Distribution

Muckler presented a chart depicting how taxes are distributed between the various taxing entities.

My Tax Dollars at Work

Muckler presented information on how tax dollars are distributed among the various city functions and services.

Review of Budget Forms

This item was not discussed at the meeting.

Council Member Input - Questions and Comments for Staff

Shields commented that the recent city tour was very helpful in understanding what the needs are of the departments and to see what projects have been accomplished. Pierce agreed and suggested that this be done each budget session in order to assess the city's needs.

**ADJOURNMENT**

Motion by Shields to adjourn the work session, second by Ellyson. Motion carried on a voice vote.  
City Council work session adjourned at 8:57 p.m.

\_\_\_\_\_  
Roger Laughlin, Mayor

ATTEST: \_\_\_\_\_  
Leslie Brick, Deputy City Clerk

1/19/2016

ALLIANT ENERGY	ELECTRICITY	9,447.96
ALTORFER INC	REPAIR PARTS	95.17
AMAZON	BOOKS, DVDS,SUPPLIES	355.73
BAKER & TAYLOR INC.	BOOKS	1,336.69
BARRON MOTOR SUPPLY	MAINTENANCE SUPPLIES	463.56
BEAN & BEAN	SERVICES	2,200.00
BOOKLIST	SERVICE	147.50
CALHOUN BURNS & ASSOCIATES	SERVICES	400.00
CAPITAL ONE COMMERCIAL	SUPPLIES	115.86
CDW GOVERNMENT INC.	CDW GOVERNMENT INC.	4,299.00
CEDAR COUNTY ENGINEER	SUPPLIES	187.23
CEDAR RAPIDS PHOTO COPY IN	EQUIPMENT RENTAL	32.43
CHIEF SUPPLY CORPORATION	UNIFORMS	625.00
COMPASS MINERALS AMERICA I	COMPASS MINERALS AMERICA INC	1,938.49
DAVIDSON TITLES INC.	BOOKS.	358.37
DEWEYS JACK & JILL	SUPPLIES	94.38
FINANCIAL ADJUSTMENT BUREA	SERVICES	3.20
GOERDT, TERENCE J	INSPECTION SERVICE	420.00
IOWA ASSN. MUN. UTILITIES	TRAINING MEETINGS	538.59
IOWA LIBRARY ASSOCIATION	MEMBERSHIP DUES	240.00
JOHNSON COUNTY REFUSE INC.	RECYCLING-DECEMBER 2016	3,705.00
LENOCH & CILEK	SUPPLIES	53.80
LINN COUNTY R.E.C.	SECURITY LIGHTS	138.00
LYNCH'S EXCAVATING INC	LYNCH'S EXCAVATING INC	40,706.50
MATT PARROTT/STOREY KENWOR	OFFICE SUPPLIES	1,148.68
MIDWEST JANITORIAL SERVICE	JANITORIAL SERVICE	742.84
MOORE'S WELDING INC	MATERIAL	525.46
OLSON, KEVIN D	LEGAL FEES	1,500.00
OMNISITE	SERVICE	360.00
OVERDRIVE INC	BOOKS	550.23
PEDEN, SHANELLE M	SERVICES	75.00
PITNEY BOWES GLOBAL FINANC	EQUIPMENT RENTAL	120.00
PITNEY BOWES INC	RENTAL CHARGES	218.00
PRINTING HOUSE	ANIMAL LIC RENEWAL POSTCARDS	175.00
QUILL CORP	OFFICE SUPPLIES	166.83
RED BUFFALO TREE SERVICE	SERVICE	3,200.00
RICKERTSEN, LISA	CONSULTING SERVICES	1,212.50
S & S FLATWORK LLC	SERVICE	3,250.00
SHIMMIN, NICK	SUPPLIES	28.02
STATE HYGIENIC LAB	LAB SERVICE	87.50
THE LIBRARY STORE INC	OFFICE SUPPLIES	157.92
VEENSTRA & KIMM INC.	ENG SERVICES	17,597.15
WALMART COMMUNITY/GEMB	BOOKS, DVDS AND SUPPLIES	332.28
WEST BRANCH ANIMAL CLINIC	SERVICES, BOARDING	335.00
WEST BRANCH FORD	FORD TRUCK	43,837.00

1/14/2016 10:39 AM

S:\Shared\Gordon\Council Claims 1-19-16\COUNCIL CLAIMS 1-19-16

WEST BRANCH REPAIRS	VEHICLE REPAIRS	35.00
WEST BRANCH TIMES	WEST BRANCH TIMES	150.00
WEX BANK	FUEL	962.03
<b>TOTAL</b>		<b>144,668.90</b>

<b>PAYROLL</b>	<b>1/15/2016</b>	<b>36,730.83</b>
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**PAID BETWEEN MEETINGS**

<b>GRANT WOOD AEA</b>	TRAINING SEMINAR	65.00
<b>HOMEISTER, WESLEY</b>	EYE EXAM	68.00
<b>IMWCA</b>	WORKMENS COMP INSURANACE	13,882.00
<b>MISCELLANEOUS VENDORS</b>	UTILITY REFUNDS	57.38
<b>STAGG, PAUL</b>	SUPPLIES	21.39
<b>US GEOLOGICAL SURVEY</b>	STREAM SURVEY	6,870.00
<b>TOTAL</b>		<b>20,963.77</b>

<b>GRAND TOTAL EXPENDITURES</b>	<b>202,363.50</b>
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**FUND TOTALS**

001 GENERAL FUND	51,366.45
022 CIVIC CENTER	498.85
031 LIBRARY	9,165.10
036 TORT FUND	10,749.00
110 ROAD USE TAX	51,076.90
112 TRUST AND AGENCY	3,854.54
305 MAIN ST CROSSINGS	456.05
306 4TH ST IMPROVEMEN	6,526.00
307 MAIN ST INTERSECT	1,850.00
600 WATER FUND	52,297.18
610 SEWER FUND	14,523.43

<b>GRAND TOTAL</b>	<b>202,363.50</b>
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DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	WEST BRANCH REPAIRS CHIEF SUPPLY CORPORATION	VEHICLE REPAIRS	35.00
			UNIFORMS	356.56
			SUPPLIES	268.44
		WEX BANK	FUEL	544.65
		ALLIANT ENERGY	ELECTRICAL SERVICE	196.30
		BARRON MOTOR SUPPLY	MAINTENANCE SUPPLIES	4.10
		MIDWEST JANITORIAL SERVICE INC	JANITORIAL SERVICE	131.22
			TOTAL:	1,536.27
FIRE OPERATION	GENERAL FUND	ALLIANT ENERGY	ELECTRICAL SERVICE	588.90
			TOTAL:	588.90
ANIMAL CONTROL	GENERAL FUND	WEST BRANCH ANIMAL CLINIC	SERVICES, BOARDING	335.00
			TOTAL:	335.00
ROADS AND STREETS	GENERAL FUND	S & S FLATWORK LLC	REPLACE WALK 631 EAST MAIN	3,250.00
			TOTAL:	3,250.00
STREET LIGHTING	GENERAL FUND	LINN COUNTY R.E.C. ALLIANT ENERGY	SECURITY LIGHTS	138.00
			ELECTRICAL SERVICE	2,186.53
			ELECTRICAL SERVICE	198.78
			TOTAL:	2,523.31
PARK & RECREATION	GENERAL FUND	DEWEYS JACK & JILL ALLIANT ENERGY	SUPPLIES	7.90
			ELECTRICITY	12.69
			ELECTRICITY	19.51
			ELECTRICAL SERVICE	33.95
			TOTAL:	74.05
CEMETERY	GENERAL FUND	LENOCH & CILEK BEAN & BEAN	SUPPLIES	53.80
			SERVICES	2,200.00
			TOTAL:	2,253.80
CLERK & TREASURER	GENERAL FUND	MATT PARROTT/STOREY KENWORTHY	ACCOUNTS PAYABLE CHECKS	254.88
			REGULAR ENVELOPES	140.05
			WINDOW ENVELOPES	124.41
			OFFICE SUPPLIES	157.88
			OFFICE SUPPLIES	471.46
			INSPECTION SERVICE	420.00
		GOERDT, TERENCE J	ENG SERVICES TERROR TRAIL	315.00
		VEENSTRA & KIMM INC.	ANIMAL LIC RENEWAL POSTCAR	175.00
		PRINTING HOUSE	CONSULTING SERVICES	1,212.50
		RICKERTSEN, LISA	ELECTRICAL SERVICE	182.22
		ALLIANT ENERGY	EPSON PROJECTOR	3,299.00
		CDW GOVERNMENT INC.	SUPPLIES	20.80
		AMAZON	RENTAL CHARGES	218.00
		PITNEY BOWES INC	JANITORIAL SERVICE	80.36
		MIDWEST JANITORIAL SERVICE INC	TOTAL:	7,071.56
LEGAL SERVICES	GENERAL FUND	WEST BRANCH TIMES OLSON, KEVIN D	PUBLICATION SERVICES	150.00
			LEGAL FEES	1,500.00
			TOTAL:	1,650.00
SOLID WASTE	GENERAL FUND	JOHNSON COUNTY REFUSE INC.	RECYCLING-DECEMBER 2016	3,705.00
			TOTAL:	3,705.00



DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
ROADS & STREETS	ROAD USE TAX	MIDWEST JANITORIAL SERVICE INC FINANCIAL ADJUSTMENT BUREAU INC	JANITORIAL SERVICE SERVICES	303.58 3.20
			TOTAL:	4,601.82
		DEWEYS JACK & JILL LYNCH'S EXCAVATING INC	SUPPLIES SERVICES	73.84 325.00
		ALTORFER INC RED BUFFALO TREE SERVICE	CORE SOUTH MAPLE ST PATCH REPAIR PARTS SERVICE	470.00 42.67
		ALLIANT ENERGY BARRON MOTOR SUPPLY CEDAR COUNTY ENGINEER	ELECTRICAL SERVICE MAINTENANCE SUPPLIES SUPPLIES	3,200.00 143.19 459.46 187.23
		WEST BRANCH FORD COMPASS MINERALS AMERICA INC CALHOUN BURNS & ASSOCIATES INC	FORD TRUCK COMPASS MINERALS AMERICA I SERVICES	43,837.00 1,938.49 400.00
			TOTAL:	51,076.88
CAPITAL PROJECT	MAIN ST CROSSINGS	VEENSTRA & KIMM INC.	CAP PROJ 305 MAIN ST CROSS	456.05
			TOTAL:	456.05
CAPITAL PROJECT	4TH ST IMPROVEMENT	VEENSTRA & KIMM INC.	CAP PROJ 306 4TH ST IMPROV	6,526.00
			TOTAL:	6,526.00
CAPITAL PROJECT	MAIN ST INTERSECTI	VEENSTRA & KIMM INC.	CAP PROJ 307 MAIN ST INTER	1,850.00
			TOTAL:	1,850.00
WATER OPERATING	WATER FUND	LYNCH'S EXCAVATING INC STATE HYGIENIC LAB IOWA ASSN. MUN. UTILITIES ALLIANT ENERGY	WATER ST WATER MAIN JOB REPAIR WATER LEAK LAB SERVICE TRAINING MEETINGS ELECTRICITY ELECTRICAL SERVICE	38,688.00 1,223.50 87.50 538.59 105.20 3,117.16
			TOTAL:	43,759.95
SEWER OPERATING	SEWER FUND	ALTORFER INC WEX BANK OMNISITE ALLIANT ENERGY MOORE'S WELDING INC	REPAIR PARTS FUEL WIRELESS SERVICE ELECTRICAL SERVICE MATERIAL	52.50 417.38 360.00 1,931.02 525.46
			TOTAL:	3,286.36

DEPARTMENT \_\_\_\_\_ FUND \_\_\_\_\_ VENDOR NAME \_\_\_\_\_ DESCRIPTION \_\_\_\_\_ AMOUNT \_\_\_\_\_

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===== FUND TOTALS =====
001 GENERAL FUND 32,612.99
022 CIVIC CENTER 498.85
031 LIBRARY 4,601.82
110 ROAD USE TAX 51,076.88
305 MAIN ST CROSSINGS PROJ 456.05
306 4TH ST IMPROVEMENTS PROJ 6,526.00
307 MAIN ST INTERSECTION IMP 1,850.00
600 WATER FUND 43,759.95
610 SEWER FUND 3,286.36
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GRAND TOTAL: 144,668.90
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TOTAL PAGES: 4

January 2016



# Newsletter

111 East Main Street • Post Office Box 786  
 West Branch, Iowa 52358  
 Main Street Office: 319.643.7100  
 Director: 319.329.8186

[www.MainStreetWestBranch.org](http://www.MainStreetWestBranch.org)  
 Email: [mainstreetwb@lcom.net](mailto:mainstreetwb@lcom.net)



**Kevin Rogers**  
 Executive Director

I cannot begin to describe and or try to explain the excitement that is flowing through my veins. Being given this opportunity to serve West Branch's Main Street (MSWB) Executive Director (ED), is truly a dream come true for me.

First, I want to thank Mackenzie Krob one more time for her decade of service to MSWB. More times than not the community – business and otherwise, sees only what is visible on the surface. In reality serving as a Main Street Director there is a tremendous amount of work that goes on behind the scenes that people don't often see and or realize. So I hope that everyone will join me in thanking Mack for her decade-long commitment to Main Street West Branch.

The ground that lies beneath Main Street West Branch is solid thanks to the board of directors and the individuals that have occupied the executive director's chair. Equally, the organization is only as strong as the business community and the support it and the community as a whole provides.

Over the next several months the board of directors and I will be taking an in-depth look at **where we are** and **where we see the Main Street District** in five years. Stay tuned . . .



**Tuesday,  
 January 5, 2016**

5:30 p.m.

Main Street Office

**Dessert Auction & Fundraiser  
 Committee Meeting**

**Wednesday, January 6, 2016**

5:00 p.m. to 6:30 p.m.

*Meet the new Main Street West Branch Executive Director and new Board Members. Everyone is welcome.*

Brick Arch Winery *Light hors d'oeuvre will be served.*

Brief Presentation 5:30 p.m. – 6:00 p.m.

**Saturday, February 13, 2016**

7:00 p.m. Brick Arch Winery

**4<sup>th</sup> Annual MSWB Dessert Auction & Fundraiser**

*All proceeds support Main Street West Branch Community Improvement, Development, and Activities.*



Volunteers are needed to:

1. Staff the Main Street Office for 2-3 hours, two days a week, starting January 19, 2016.
2. Provide assistance with the Dessert Auction & Fundraiser, Saturday, February 13.

Contact the Main Street Office at 319.643.7100 or stop by the office for more information.



## Fulwider Agency

101 West Main Street  
<http://fai-wai.com>

319.643.2695



When I meet with Bob, Janet, J.J., and Steven (Grace), the morning of December 21, I expected a lot of *insurance mumbo-jumbo* that was well, all greek to me. What I discovered was a group of individuals deeply rooted in the community with a passion for what they are doing. 2016 will

mark 50 years of being a local family owned and operated business.

Fulwider Agency is an Trusted Choice® Independent Insurance Agency. Independent Agencies typically represent a number of insurance companies, and sell the products that most appropriately meet the needs of their clients. Independent Agents are well trained and their expertise allows them to educate their clients about appropriate amounts and coverage of insurance suitable to their individuals needs.

Simply, a one stop shop for all your insurance needs.

Bob is a past-president of the Independent Insurance Agents' Association; the "Big I" as it is known in the insurance industry. He became president in September 2007, after starting as a committee secretary and working his way to the top of the national organization.

Bob was raised northeast of Springdale and began working in 1970 at the Fulwider Agency, which was founded by Jack Fulwider, Bob's father, in 1966. Janet, his wife of 47 years, joined the soon after. Bob is an Iowa State alum and taught public school before the 1970 career change.

At the conclusion of our morning meeting Bob also mentioned how things have really come full circle. "This very building is where I as a young man opened my first savings account, and here I am today operating the Fulwider Agency from the building."



### Our Mission

The mission of Main Street West Branch is to improve the social and economic well-being of our community by discovering and utilizing the unique identity, assets and character of West Branch using the National Main Street Four Point Approach®.

We are a non-profit volunteer driven organization work through the combination of public, private, and commercial interest for the benefit of our community as a whole.

### Our Vision

Historic downtown West Branch, with its proximity to Hoover Complex, Iowa City, the University of Iowa and I-80, will show its cooperative spirit through efforts of Main Street West Branch. Being a welcoming community full of history, tradition, and heritage, downtown will serve the needs of its residents and attract patronage of others.

Through integration day trip destination marketing and regional tourism promotion, opportunities and services for a mix of tourists, friends, families and local centered businesses will be offered.

A successful and thriving downtown, spurring economic growth, ready to build on its foundation by adding shopping, dining and businesses will provide services for residents.

Downtown West Branch will be recognized as the hub and heart of the community – a safe, friendly, walkable, attractive, and diverse destination for both residents and visitors.



## ENTHUSIASM

the most powerful weapon on Earth is the human soul on fire.

RESOLUTION NO. 1417

A RESOLUTION APPROVING THE PURCHASE OF A 2016 DODGE RAM 1500  
REGULAR CAB 4X4 TRADESMAN UTILITY TRUCK IN THE AMOUNT OF  
\$25,336.00

WHEREAS, the West Branch Public Works Department requested and the City Council approved the purchase of a utility truck in the fiscal year 2015-2106 annual budget; and

WHEREAS, bids were accepted from local dealers and the lowest bid submitted by the deadline was from Brown's West Branch, LLC in the amount of \$25,336.00.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Cedar County, Iowa, that the City Council approves the purchase of a 2016 Dodge Ram 1500 Regular Cab 4x4 Tradesman Utility Truck from Brown's West Branch, LLC in the amount of \$25,336.00.

Passed and approved this 19th day of January, 2016.

---

Roger Laughlin, Mayor

ATTEST:

---

Matt Muckler, City Administrator/Clerk

**BROWNS WEST BRANCH, LLC**  
**205 TIDEWATER DR**  
**WEST BRANCH, IA 523589654**

**Configuration Preview**

**Date Printed:** 2015-12-14 4:11 PM  
**Estimated Ship Date:**

**VIN:**  
**VON:**

**Quantity:** 1  
**Status:** BA - Pending order  
**FAN 1:** 004SD West Branch, Iowa, City of  
**FAN 2:**  
**Client Code:**  
**Bid Number:** TB6061  
**PO Number:**

**Sold to:**  
 BROWNS WEST BRANCH, LLC (41260)  
 205 TIDEWATER DR  
 WEST BRANCH, IA 523589654

**Ship to:**  
 BROWNS WEST BRANCH, LLC (41260)  
 205 TIDEWATER DR  
 WEST BRANCH, IA 523589654

**Vehicle:** **2016 1500 TRADESMAN REG CAB 4X4 (140 in WB 8 FT 0 IN box) (DS6L62)**

	Sales Code	Description	MSRP(USD)	FWP(USD)
<b>Model:</b>	DS6L62	1500 TRADESMAN REG CAB 4X4 (140 in WB 8 FT 0 IN box)	30,335	29,065
<b>Package:</b>	25B	Customer Preferred Package 25B	0	0
	EZH	5.7L V8 HEMI MDS VVT Engine	1,150	978
	DG1	6-Spd Automatic 65RFE Transmission	-1,840	-1,564
<b>Paint/Seat/Trim:</b>	PW7	Bright White Clear Coat	0	0
	APA	Monotone Paint	0	0
	*TX	HD Vinyl 40/20/40 Split Bench Seat	0	0
	-X8	Black/Diesel Gray	0	0
	<b>Options:</b>	4DH	Prepaid Holdback	0
	4ES	Delivery Allowance Credit	0	-303
	MAF	Fleet Purchase Incentive	0	-885
	ADB	Protection Group	150	128
	AJH	Power and Remote Entry Group	735	625
	5N6	Easy Order	0	0
	4FM	Fleet Option Editor	0	0
	4FT	Fleet Sales Order	0	0
	151	Zone 51-Chicago	0	0
	4EA	Sold Vehicle	0	0
<b>Non Equipment:</b>	4FA	Special Bid-Ineligible For Incentive	0	0
<b>Bid Number:</b>	TB6061	Government Incentives	0	-3,300
<b>Discounts:</b>	YGE	5 Additional Gallons of Gas	0	13
<b>Destination Fees:</b>			1,195	1,195

**Total Price:** 31,725 ~~25,036~~

**Order Type:** Fleet  
**Scheduling Priority:** 1-Sold Order  
**Customer Name:**  
**Customer Address:** USA

**PSP Month/Week:**  
**Build Priority:** 99

**25,336**

**Instructions:**

**Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.**



staging area  
for Bridge

E College St

N 2nd St

Green St

(----- 2015-2016 -----) (----- 2016-2017 -----)

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
<b>POLICE OPERATION</b>						
=====						
001-GENERAL FUND			223,592	84,863	223,592	
001-5-1-110-6010 SALARIES AND WAGES	153,093	170,742		84,863		<del>4,100</del>
001-5-1-110-6210 DUES, MEMBERSHIP	2,859	2,834	4,100	4,622	4,100	
001-5-1-110-6230 TRAINING AND EDUCATION	702	1,487	2,000	81	2,000	<del>2,000</del>
001-5-1-110-6240 TRAVEL AND CONFERENCE	306	931	2,000	539	2,000	<del>2,000</del>
001-5-1-110-6320 BLDG/GROUNDS OPERATION	934	904	800	954	800	<del>15,000</del>
001-5-1-110-6331 MOTOR OPERATION FUEL	12,550	9,922	13,500	2,826	13,500	<del>3,000</del>
001-5-1-110-6332 REPAIR/MAINTENANCE-VEH	3,866	4,639	5,000	712	5,000	<del>1,000</del>
001-5-1-110-63501 REPAIRS-RADIOS	12,622	25,277	1,000	624	1,000	<del>2,000</del>
001-5-1-110-6371 UTILITY SERVICES/GAS,	2,698	2,718	2,000	1,040	2,000	<del>8,000</del>
001-5-1-110-6373 TELEPHONE/OPERATIONS	6,694	4,952	7,000	2,809	7,000	<del>1,000</del>
001-5-1-110-6411 LEGAL FEES	58	0	1,000	836	1,000	<del>500</del>
001-5-1-110-6414 ADVERTISEMENT & LEGAL	0	1,037	500	629	500	<del>1,500</del>
001-5-1-110-6491 RESERVE OFFICERS	89	0	1,500	0	1,500	<del>2,700</del>
001-5-1-110-6498 CONTRACT PAYMENTS	5,950	6,557	2,700	140	2,700	<del>1,000</del>
001-5-1-110-6504 MINOR EQUIPMENT	647	424	1,000	315	1,000	<del>1,000</del>
001-5-1-110-6506 OFFICE SUPPLIES	1,112	805	1,000	278	1,000	<del>200</del>
001-5-1-110-6508 POSTAGE AND SHIPPING	0	0	200	0	200	<del>1,150</del>
001-5-1-110-6510 SAFETY EQUIPMENT	1,610	255	0	0	0	<del>1,000</del>
001-5-1-110-6513 AMMUNITION	445	706	1,150	0	1,150	<del>1,500</del>
001-5-1-110-6521 MOTOR VEHICLE MAINT. S	124	15	1,000	46	1,000	<del>3,000</del>
001-5-1-110-6529 UNIFORMS	1,748	3,833	1,500	869	1,500	<del>25,000</del>
001-5-1-110-6599 MISC. SUPPLIES	705	332	3,000	752	3,000	<del>4,000</del>
001-5-1-110-6723 VEHICLE SET ASIDE	15,119	0	22,000	31,629	22,000	<del>3,000</del>
001-5-1-110-6725 OFFICE EQUIPMENT	754	1,915	3,000	1,300	3,000	<del>4,000</del>
001-5-1-110-6727 EQUIPMENT	25,475	8,676	3,500	3,500	3,500	<del>11,300</del>
TOTAL 001-GENERAL FUND	250,160	248,963	304,042	139,364	304,042	
036-TORT LIABILITY						
036-5-1-110-6160 WORKMENS COMP.	5,517	6,069	6,676	6,676	6,676	
036-5-1-110-64081 LIABILITY INSURANCE	14,832	1,418	5,413	5,413	5,413	
TOTAL 036-TORT LIABILITY	20,349	7,487	12,089	12,089	12,089	
112-TRUST AND AGENCY						
112-5-1-110-6110 FICA	10,851	12,163	17,105	6,068	17,105	
112-5-1-110-6130 IPERS	15,524	17,313	22,002	7,589	22,002	
112-5-1-110-6150 GROUP INSURANCE	30,125	31,259	44,841	12,267	44,841	
TOTAL 112-TRUST AND AGENCY	56,499	60,736	83,948	25,924	83,948	
TOTAL POLICE OPERATION	327,008	317,186	400,079	177,377	400,079	

## West Branch PD Expenditure Break Down

Line Item #	Explanation	Budgeted 15/16	Requested 16/17
6210 Dues, Memberships	Paid to Disaster Services Cedar County EMA Increased this year	\$ 4,100.00	\$ 4,100.00
6230 Training & Education	12 hours of required training per Iowa Law, Training to include specialty training for certain areas of the field, updates on law, investigations, Instructor courses and any and all education needed for better the officers	\$ 2,000.00	\$ 2,000.00
6240 Travel & Conference	Pays for meals, hotels, conference, travel	\$ 2,000.00	\$ 2,000.00
6320 Bldg. & Grounds Maint	Cleaning and maintenance of police side of bldg.	\$ 800.00	\$ 800.00
6331 Motor Vehicle Fuel	Increased fuel cost, additional use by part-time	\$ 13,500.00	\$ 15,000.00
6332 Repair/Maint. Vehicle	Replacement of tires, and maintenance of vehicles.	\$ 5,000.00	\$ 5,000.00
6350 Repair-Radio	Radio maintenance & repair.	\$ 1,000.00	\$ 1,000.00
6371 Utility Services		\$ 2,000.00	\$ 2,000.00
6373 Telephone Operation	Air cards provide officer ability to work outside of the Police Department without being restricted to PD for paperwork. Cell phones are also issued to each officer for on-call and duty use. Add 2nd landline at PD due to lack of cellular reception in building.	\$ 7,000.00	\$ 8,000.00
6411 Legal Fees	Criminal Prosecutions and advisement	\$ 1,000.00	\$ 1,000.00
6414 Advertisement	Publications for schools, recovered property, etc.	\$ 500.00	\$ 500.00
6415 Rent/Leases		\$ -	\$ -
6491 Reserve Officers	Pays for training which is required per state code. Also includes Ammo, Uniforms.	\$ 1,500.00	\$ 1,500.00
6498 Contract Payments	Year contract payment to access the State data base for driver license, criminal history, warrants, approximately \$1800.00. Certify radar/lidar around \$400.00 Range fees \$500.00	\$ 2,700.00	\$ 2,700.00
6504 Minor Equipment	Repair minor equipment, guns, PBT's, Flashlights, gun cleaning supplies	\$ 1,000.00	\$ 1,000.00
6506 Office Supplies	Ink for printers, file folders, other office supplies, paper, pencils, pens	\$ 1,000.00	\$ 1,000.00
6508 Postage and Shipping	Certified Mail, mailing evidence to DCI	\$ 200.00	\$ 200.00
6510 Safety Equipment		\$ -	\$ -
6513 Ammunition	Pays for Duty Ammo, Practice Ammo	\$ 1,150.00	\$ 1,150.00

<b>6521 Motor Veh. Maint. Supplies</b>	Oil change, cleaning supplies, general service	\$ 1,000.00	\$ 1,000.00
<b>6529 Uniforms</b>	\$500.00 uniform allowance per officer	\$ 1,500.00	\$ 2,000.00
<b>6599 Misc. Supplies</b>	Community Policing needs, evidence collection supplies	\$ 3,000.00	\$ 3,000.00
<b>6723 Vehicle Set Aside</b>	Upfit cost are higher than originally projected	\$ 22,000.00	\$ 25,000.00
<b>6725 Office Equipment</b>	Computer Replacement, Officer Photo Cameras	\$ 3,000.00	\$ 4,000.00
<b>6727 Equipment</b>	Measuring wheel (\$100), Harris Multi-band base radio PD (\$8,000), Active Shooter Hard Armor (\$3,200)	\$ 3,500.00	\$ 11,300.00
<b>Total Equipment</b>		<b>\$ 80,450.00</b>	<b>\$ 95,250.00</b>

West Branch Fire Department Budget		2011-12		2012-13		2013-14		2014-15		2015-16		2016-17	
Expenditures-Year Ending		Budgeted											
6210 Dues, Membership		4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	5,000	5,000	5,000	5,000
6230 Training/Education		7,000	7,000	7,000	5,000	5,000	5,000	5,000	5,000	6,000	6,000	6,000	6,000
6310 Building Maintenance		5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	6,000	6,000
6331 Motor Operation Fuel		12,000	12,000	12,000	12,000	10,000	10,000	10,000	10,000	9,000	9,000	9,000	9,000
6332 Repair/ Maint. Vehicles		12,000	14,000	14,000	12,000	12,000	12,000	14,000	14,000	17,000	17,000	17,000	17,000
63501 Repairs of Radios		6,000	6,000	6,000	5,000	5,000	5,000	10,000	10,000	5,500	5,500	5,500	5,500
6371 Utility Services Gas/Electric		8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000
6373 Telephone Operations		2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
6441 Fire Prevention		750	750	750	750	750	750	750	750	750	750	750	750
6498 Contract Payments/Payroll		30,000	30,000	30,000	32,000	32,000	32,000	32,000	32,000	36,500	36,500	36,000	36,000
6504 Minor Equipment		6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	12,000	12,000
6599 Misc. Supplies		2,000	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400
6727 Equipment		80,000	80,000	80,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
6750 Building Set Aside		0	0	0	0	0	0	0	0	0	0	0	0
6506 Office Supplies		1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	2,000	2,000	3,000	3,000
6510 Safety Equipment		2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	3,000	3,000
6514 Medical Supplies		2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	4,500	4,500
6529 Uniforms- Gear		6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	8,000	8,000	8,000	8,000
<b>TOTAL FIRE OPERATION</b>		<b>187,750</b>	<b>190,150</b>	<b>190,150</b>	<b>205,150</b>	<b>205,150</b>	<b>212,150</b>	<b>212,150</b>	<b>212,150</b>	<b>218,650</b>	<b>218,650</b>	<b>228,650</b>	<b>228,650</b>
Income													
Scott		62,244	63,120	65,197	67,738	67,738	67,738	67,738	67,738	68,509	68,509	74,321	74,321
Graham		16,879	16,948	17,745	17,953	17,953	17,953	17,953	17,953	18,345	18,345	20,226	20,226
Springdale		21,456	21,979	23,196	24,300	24,300	24,300	24,300	24,300	26,958	26,958	26,866	26,866
Iowa		5,910	5,978	6,285	6,761	6,761	6,761	6,761	6,761	6,930	6,930	7,391	7,391
Gower		21,438	22,217	23,240	24,282	24,282	24,282	24,282	24,282	25,695	25,695	26,920	26,920
Cass		3,336	3,425	3,612	3,887	3,887	3,887	3,887	3,887	4,073	4,073	4,391	4,391
<b>SUBTOTAL</b>		<b>131,263</b>	<b>133,667</b>	<b>139,275</b>	<b>144,921</b>	<b>144,921</b>	<b>144,921</b>	<b>144,921</b>	<b>144,921</b>	<b>150,510</b>	<b>150,510</b>	<b>160,115</b>	<b>160,115</b>
City of West Branch		56,487	56,483	65,875	67,229	67,229	67,229	67,229	67,229	68,140	68,140	68,535	68,535
<b>TOTAL REVENUE</b>		<b>187,750</b>	<b>190,150</b>	<b>205,150</b>	<b>212,150</b>	<b>212,150</b>	<b>212,150</b>	<b>212,150</b>	<b>212,150</b>	<b>218,650</b>	<b>218,650</b>	<b>228,650</b>	<b>228,650</b>
Workmans Comp/Insurances		16,500	17,500	17,500	20,495	20,495	20,495	20,495	20,495	21,500	21,500	34,935	34,935
<b>TOTAL CITY OF WEST BRANCH</b>		<b>72,997</b>	<b>73,983</b>	<b>83,375</b>	<b>87,724</b>	<b>87,724</b>	<b>87,724</b>	<b>87,724</b>	<b>87,724</b>	<b>89,640</b>	<b>89,640</b>	<b>103,470</b>	<b>103,470</b>

FIRE DEPARTMENT EQUIPMENT REPLACEMENT SCHEDULE									
Year	Beginning Balance	Add to Capital	Gift/Carry Over	Sale of Truck	Capital Balance	Projected Cost	Equipment	Ending Balance	
2011-12						53,000.00	Suburban		
2012-13					0.00	60,750.00	Air Pak Upgrade		
2013-14					0.00	20,000.00	Air Pak Tanks		
2014-15	266,600.00	100,000.00	28,250.00	58,500.00	453,350.00	383,000.00	Med Truck	70,350.00	
2015-16	70,350.00	100,000.00	30,665.00		201,015.00			201,015.00	
2016-17	201,015.00	100,000.00			301,015.00			301,015.00	
2017-18	301,015.00	100,000.00			401,015.00			401,015.00	
2018-19	401,015.00	100,000.00		150,000.00	651,015.00	600,000.00	191 Pumper	51,015.00	
2019-20	51,015.00	100,000.00			151,015.00			151,015.00	
2020-21	151,015.00	100,000.00			251,015.00			251,015.00	
2021-22	251,015.00	100,000.00			351,015.00			351,015.00	
2022-23	351,015.00	100,000.00		50,000.00	501,015.00	600,000.00	192 Pumper	-98,985.00	

APPROVED BUDGET  
AS OF: DECEMBER 31ST, 2015

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
	(------ 2015-2016 -----) (------ 2016-2017 -----)					
112-TRUST AND AGENCY						
112-5-2-210-6110 FICA	4,811	4,474	5,228	2,158	5,228	
112-5-2-210-6130 IPERS	6,258	5,708	5,661	2,318	5,661	
112-5-2-210-6150 GROUP INSURANCE	9,957	9,004	11,105	3,813	11,105	
TOTAL 112-TRUST AND AGENCY	21,026	19,186	21,994	8,289	21,994	
TOTAL ROADS AND STREETS	383,631	509,207	424,186	215,034	424,186	
STREET LIGHTING						
=====						
001-GENERAL FUND						
001-5-2-230-6371 UTILITY SERVICES/GAS,	39,614	34,938	40,000	20,456	40,000	
TOTAL 001-GENERAL FUND	39,614	34,938	40,000	20,456	40,000	
TOTAL STREET LIGHTING	39,614	34,938	40,000	20,456	40,000	
031-LIBRARY						
031-5-4-410-6010 SALARIES AND WAGES	100,265	117,582	121,729	58,033	121,729	127,153
031-5-4-410-6210 DUES, MEMBERSHIP	165	320	230	0	230	240
031-5-4-410-6230 TRAINING AND EDUCATION	265	86	100	25	100	100
031-5-4-410-6240 TRAVEL AND CONFERENCE	396	850	1,386	888	1,386	1,344
031-5-4-410-6310 BUILDING MAINTENANCE	5,976	3,572	4,932	1,554	4,932	5,517
031-5-4-410-6320 BLDG/GROUNDS OPERATION	1,312	1,063	1,000	15,663	1,000	1,000
031-5-4-410-6371 UTILITY SERVICES/GAS,	5,625	5,512	5,600	2,804	5,600	5,992
031-5-4-410-6373 TELEPHONE/OPERATIONS	2,088	2,161	2,100	1,116	2,100	2,242
031-5-4-410-6409 JANITORIAL EXPENSE	3,580	3,555	3,716	1,500	3,716	5,716
031-5-4-410-6414 ADVERTISEMENT & LEGAL	77	74	500	48	500	500
031-5-4-410-6419 TECHNOLOGY SERVICES	3,177	906	1,420	3,499	1,420	2,770
031-5-4-410-6498 CONTRACT PAYMENTS	16,015	2,943	32,461	2,164	32,461	32,461
031-5-4-410-6506 OFFICE SUPPLIES	1,731	2,368	2,500	980	2,500	2,500
031-5-4-410-6508 POSTAGE AND SHIPPING	3,650	3,127	3,650	1,216	3,650	3,500
031-5-4-410-6599 MISC. SUPPLIES	4,840	5,426	5,000	1,700	5,000	5,500
031-5-4-410-6725 OFFICE EQUIPMENT	1,889	2,166	2,145	787	2,145	1,508
031-5-4-410-6770 COLLECTIONS	20,841	21,869	25,941	14,084	25,941	26,035
TOTAL 031-LIBRARY	171,892	173,580	214,410	106,062	214,410	
036-TORT LIABILITY						
036-5-4-410-6160 WORKMENS COMP.	500	550	605	605	605	
036-5-4-410-64081 LIABILITY INSURANCE	3,707	971	3,855	3,855	3,855	
TOTAL 036-TORT LIABILITY	4,207	1,521	4,460	4,460	4,460	

Type	FY2016	FY2017 - proposed	Difference	Description
Salaries	\$ 121,729.00	\$ 127,153.00	\$ 5,424.00	In Salaries Tab
FICA	\$ 9,312.27	\$ 9,727.20	\$ 414.94	7.65% of Salaries
IPERS	\$ 10,564.00	\$ 11,354.76	\$ 790.76	8.93% of Salaries
Group Insurance	\$ 10,870.00	\$ 10,870.00	\$ -	Handled by city office staff
Workman's Comp	\$ 550.00	\$ 550.00	\$ -	Handled by city office staff
Dues/Memberships	\$ 230.00	\$ 240.00	\$ 10.00	In Dues, Training, & Conference Sheet
Training/Education	\$ 100.00	\$ 100.00	\$ -	In Dues, Training, & Conference Sheet
Travel/Conference	\$ 1,386.00	\$ 1,343.87	\$ (42.13)	In Dues, Training, & Conference Sheet
Building Maintenance	\$ 4,932.00	\$ 5,517.00	\$ 585.00	In TechOffice Sheet
Building Supplies	\$ 1,000.00	\$ 1,000.00	\$ -	Estimate from past year's projection.
Utilities	\$ 5,600.00	\$ 5,992.00	\$ 392.00	Estimate from comparison to past year's expenditure's with current year's costs
Telephone	\$ 2,100.00	\$ 2,244.00	\$ 144.00	Approximately \$187 per month - increase in costs in late FY2015, but faster internet speeds
Liability Insurance	\$ 1,942.00	\$ 1,942.00	\$ -	Handled by city office staff
Janitorial Expense	\$ 3,716.00	\$ 5,716.00	\$ 2,000.00	Added for additional/new janitorial services - have been told that current custodian may be retiring
Advertisement/Legal	\$ 500.00	\$ 500.00	\$ -	Amount based off of prior years.
Technology Services	\$ 1,420.00	\$ 2,770.00	\$ 1,350.00	In TechOffice Sheet
Contract Payments	\$ 32,141.00	\$ 32,461.00	\$ 320.00	\$141 for Ebscohost database; \$2,000 Apollo annual; 30,000 building program (from CDs).
Office Supplies	\$ 2,500.00	\$ 2,500.00	\$ -	\$2,368 spent in 2015, projection for current year is ~\$1,900.
Postage and Shipping	\$ 3,650.00	\$ 3,500.00	\$ (150.00)	In TechOffice Sheet
Programs	\$ 5,000.00	\$ 5,500.00	\$ 500.00	In Programs & Materials Sheet
Office Equipment	\$ 2,145.00	\$ 1,508.00	\$ (637.00)	In TechOffice Sheet
Materials	\$ 25,941.00	\$ 26,035.61	\$ 94.61	In Programs & Materials Sheet
<b>Library Account Spending</b>	<b>\$ 214,090.00</b>	<b>\$ 224,080.48</b>	<b>\$ 9,990.48</b>	
<b>Library Total Expenditures</b>	<b>\$ 247,328.27</b>	<b>\$ 258,524.45</b>	<b>\$ 11,196.18</b>	
<b>Type</b>	<b>FY2016</b>	<b>FY2017 - proposed</b>	<b>Difference</b>	<b>Description</b>
General Property Tax	\$ 163,510.00	\$ 169,710.48	\$ 6,200.48	Income the library needs after accounting for the income received from other sources, minus 30k for CD use
Interest Income	\$ -	\$ -	\$ -	
Rural Library Assistance	\$ 13,300.00	\$ 15,945.00	\$ 2,645.00	Changed to reflect 2014 Money Summary
State Library Funding	\$ 3,500.00	\$ 3,225.00	\$ (275.00)	Based on FY2015 amount. Based, in part, on how much spent in postage for ILL and Open Access
Private Contributions	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00	Based on how much is donated in prior FY (for instance, grant receipts, etc.) (FY 2015, \$3,290; FY2014, \$5,016)
Fines	\$ 2,000.00	\$ 2,000.00	\$ -	Kept the same based on FY2013 income and current FY2014 projection (\$2,384)
Misc Revenues	\$ 1,100.00	\$ 1,200.00	\$ 100.00	\$1,500 in FY2015, \$1,765 in FY2014, no income reports yet for FY2016
Transfer	\$ -	\$ -	\$ -	
Krouth Transfers	\$ -	\$ -	\$ -	
<b>Library Total Income</b>	<b>\$ 184,410.00</b>	<b>\$ 194,080.48</b>	<b>\$ 9,670.48</b>	

**SALARIES**

**3% Cost-of-Living**

<b>Staff member</b>	<b>Rate Period</b>	<b>Weekly Hours</b>	<b>Rate - current</b>	<b>Rate - proposed</b>	<b>Annual total - current</b>	<b>Annual total - proposed</b>	<b>Change</b>
Jessica	Hour	40	\$ 15.45	\$ 15.91	\$ 32,136.00	\$ 33,100.08	\$ 964.08
Kat	Hour	14	\$ 11.20	\$ 11.54	\$ 8,153.60	\$ 8,398.21	\$ 244.61
Lori	Hour	12	\$ 11.20	\$ 11.54	\$ 6,988.80	\$ 7,198.46	\$ 209.66
Nick	Salary	40	\$ 49,290.00	\$ 50,768.70	\$ 49,290.00	\$ 50,768.70	\$ 1,478.70
Becky	Salary	40	\$ 41,668.00	\$ 42,918.04	\$ 41,668.00	\$ 42,918.04	\$ 1,250.04
			<b>Total</b>		<b>\$ 138,236.40</b>	<b>\$ 142,383.49</b>	<b>\$ 4,147.09</b>
			<b>Total minus Cable</b>		<b>\$ 123,449.40</b>	<b>\$ 127,152.88</b>	

**DUES, TRAINING, & CONFERENCE**

<u>Dues/Memberships</u>				
<b>IL/A membership</b>	Director		\$ 90.00	
	Adult Services Librarian		\$ 75.00	
	Assistant Director		\$ 75.00	
	<b>Total</b>		<b>\$ 240.00</b>	
<u>Training/Education</u>				
<b>Estimate</b>	Annual		<b>\$ 100.00</b>	Past 3 years, library has spent less than \$100 on Training/Education Most is covered in conferences and in-library worksessions
<u>Travel/Conference</u>				
<b>IL/A Conference</b>	Registration		\$ 180.00	2 registrants at \$90 per person - will eat meals outside of conference due to cost
	Travel		\$ 73.87	Conference in Dubuque at 83 miles at \$0.445 per mile, two ways
	Rooms		\$ 400.00	Estimate from 2015 conference
	Meals		\$ 190.00	City reimbursement max \$40 per day for 2 people for 2 days plus one meal for 2 people for 1 day.
	<b>Total</b>		<b>\$ 843.87</b>	
<b>Kid's First Conference</b>	Registration		\$ 95.00	1 Registration at \$95
	Rooms		\$ 200.00	Estimate from 2015 conference
	Meals		\$ 100.00	City reimbursement max of \$40 per day for 1 person for 2 days plus 1 meal for 1 day
	Travel		\$ 225.00	Conference location unknown - providing farthest location for 1 car at \$0.445 per mile
	<b>Total</b>		<b>\$ 620.00</b>	
<b>Other travel</b>			<b>\$ 500.00</b>	For other program travel
<b>Total</b>			<b>\$ 1,343.87</b>	

		TECH/OFFICE	
<u>Technology Services</u>			
	<b>Software Renewal</b>	Steady-state software renewal	\$ 70.00
	<b>Maintenance</b>	Regular PC repair	\$ 600.00 Repair/replacement of broken hardware
		Replace Patron Laptops	\$ 2,100.00 Lowering laptop count from 5 to 3, replacing 3 at \$700 each.
	<b>Total</b>		<b>\$ 2,770.00</b>
	<u>Postage &amp; Shipping</u>		
		Lease	\$ 480.00 \$120 quarterly
		Postage & Supplies	\$ 2,960.00 Estimate from FY2015. (\$3,000)
		<b>Total</b>	<b>\$ 3,440.00</b>
	<b>Postal box</b>	Annual renewal	\$ 60.00
	<b>Total</b>		<b>\$ 3,500.00</b>
	<u>Contract Payments</u>		
		Apollo	\$ 2,000.00
		CASSIE	\$ 320.00
		EBSCOhost Database	\$ 141.00
		Building Project Allotment	\$ 30,000.00
		<b>Total</b>	<b>\$ 32,461.00</b>
	<u>Office Equipment</u>		
		US Bank (copier lease)	\$ 708.00 - \$70.42 per month
		Cedar Rapids Photo Copy (copier)	\$ 800.00 FY2015 used \$650 for copy fees, FY2014 is \$1,064
		<b>Total</b>	<b>\$ 1,508.00</b>
	<u>Building Maintenance</u>		
		Simplex/Grinnell Annual Service	\$ 932.00 5% increase from FY2015 to FY2016, \$888 spent in FY2016
		General Pest Control (\$70 bimonthly)	\$ 420.00
		Handyman	\$ 1,000.00 Don't really know what to budget. Would pay handyman to do minor repairs (fix faucets, fix gaze
		Fire extinguisher	\$ 75.00
		Carpet Cleaning	\$ 290.00
		Grounds Care (planted area maintenance)	\$ 300.00
		Unexpected Maintenance	\$ 2,500.00 In FY2014, \$2,830 was used for unexpected maintenance and \$1800 in FY2015
		<b>Total</b>	<b>\$ 5,517.00</b>

**PROGRAMS & MATERIALS**

<b>Programs</b>					
<b>Program Materials</b>	Estimate	\$ 3,000.00			In 2014, \$2,800 due to increases in attendance and numbers of programs.
<b>Programming</b>	Summer Reading	\$ 2,500.00			Summer reading budget, not including assistance from the Friends of the WBPL
	<b>Total</b>	<b>\$ 5,500.00</b>			
<b>Materials</b>					
	<b>Periodicals</b>				
	Magazines	\$ 950.00			- annual subscriptions - all magazines
	Booklist	\$ 150.00			- annual subscription - item reviews
	Tipton Conservative	\$ 34.00			- annual subscription
	West Branch Times	\$ 30.00			- annual subscription
	Iowa City Press Citizen	\$ 216.41			- annual subscription
	Cedar Rapids Gazette	\$ 291.20			- annual subscription
	USA Today	\$ 300.00			- annual subscription
	<b>Total</b>	<b>\$ 1,971.61</b>			
	<b>Electronic</b>				
	NEIBORS	\$ 515.00			- annual subscription
	Tell Me More	\$ 250.00			- annual subscription
	Tumblebooks	\$ 299.00			- annual subscription - children's ebooks
	<b>Total</b>	<b>\$ 1,064.00</b>			
	Books/Movies/CDs	\$ 23,000.00			Estimate from FY2015 use (average \$1,905 per month)
	<b>Total</b>	<b>\$ 26,035.61</b>			

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	(----- 2015-2016 -----) (----- 2016-2017 -----)		REQUESTED BUDGET	PROPOSED BUDGET
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL		
<b>12-TRUST AND AGENCY</b>						
12-5-4-410-6110 FICA	7,670	8,995	9,313	4,440	9,313	
12-5-4-410-6130 IPERS	8,953	10,214	10,871	4,556	10,871	
12-5-4-410-6150 GROUP INSURANCE	12,099	11,796	11,434	5,067	11,434	
TOTAL 112-TRUST AND AGENCY	28,723	31,004	31,618	14,063	31,618	
<b>TOTAL</b>	<b>204,822</b>	<b>206,106</b>	<b>250,488</b>	<b>124,585</b>	<b>250,488</b>	
<b>PARK &amp; RECREATION</b>						
<b>001-GENERAL FUND</b>						
001-5-4-430-6010 SALARIES AND WAGES	39,012	44,360	48,751	25,829	48,751	50,046
001-5-4-430-6210 DUES, MEMBERSHIP	736	495	600	0	600	600
001-5-4-430-6310 BUILDING MAINTENANCE	0	466	0	0	0	0
001-5-4-430-6320 BLDG/GROUNDS OPERATION	2,934	6,793	3,732	3,011	3,732	6,038
001-5-4-430-6371 UTILITY SERVICES/GAS,	530	754	1,220	523	1,220	1,720
001-5-4-430-6373 TELEPHONE/OPERATIONS	2,436	2,202	2,500	2,173	2,500	2,500
001-5-4-430-6409 JANITORIAL EXPENSE	0	0	0	0	0	0
001-5-4-430-6498 CONTRACT PAYMENTS	22,814	8,434	4,500	3,545	4,500	4,500
001-5-4-430-6501 CHEMICALS	0	0	0	0	0	0
001-5-4-430-6504 MINOR EQUIPMENT	0	0	300	0	300	300
001-5-4-430-6506 OFFICE SUPPLIES	818	4,235	4,000	1,765	4,000	4,500
001-5-4-430-6508 POSTAGE AND SHIPPING	0	0	1,500	0	1,500	500
001-5-4-430-6520 RECREATION SUPPLIES	17,160	13,730	14,140	11,235	14,140	11,240
001-5-4-430-6522 SWIMMING	0	947	1,920	0	1,920	1,920
001-5-4-430-6523 ADULT SPORTS	590	2,471	1,350	533	1,350	1,600
001-5-4-430-6525 YOUTH SPORTS	9,383	10,320	13,470	2,860	13,470	12,750
001-5-4-430-6526 FITNESS	0	7,260	8,720	342	8,720	740
001-5-4-430-6599 MISC. SUPPLIES	0	0	0	0	0	0
001-5-4-430-6727 EQUIPMENT	0	0	0	0	0	0
001-5-4-430-6792 CAPITAL IMPROVEMENTS	405,075	24,620	180,000	24,281	180,000	30,000
001-5-4-430-6798 TEEN ACTIVITIES	0	0	0	0	0	0
TOTAL 001-GENERAL FUND	501,488	127,086	286,703	76,097	286,703	123,948
<b>036-TORT LIABILITY</b>						
036-5-4-430-6160 WORKMENS COMP.	250	275	303	303	303	303
036-5-4-430-64081 LIABILITY INSURANCE	1,435	376	3,411	3,411	3,411	3,411
TOTAL 036-TORT LIABILITY	1,685	651	3,714	3,714	3,714	3,714
<b>112-TRUST AND AGENCY</b>						
112-5-4-430-6110 FICA	2,790	3,251	3,730	1,879	3,730	3,829
112-5-4-430-6130 IPERS	3,471	3,681	4,354	1,933	4,354	4,430
112-5-4-430-6150 GROUP INSURANCE	6,966	7,251	7,852	3,123	7,852	7,750
TOTAL 112-TRUST AND AGENCY	13,227	14,184	15,936	6,935	15,936	16,051
<b>TOTAL PARK &amp; RECREATION</b>	<b>516,400</b>	<b>141,920</b>	<b>306,353</b>	<b>86,746</b>	<b>306,353</b>	<b>143,713</b>

		Total Fund Expenditure	Expenditures	Property Tax Request	User Fee Revenue	LOST
Salaries and Wages						
4-001-430-6010		\$50,046.00	\$50,046.00	\$50,046.00		
	Part time \$6000					
	Director					
Liability Insurance						
036-5-4-430-64081		\$3,411.00	\$3,411.00	\$3,411.00		
FICA						
112-5-4-430-6110		\$3,829.00	\$3,829.00	\$3,829.00		
IPERS						
4-112-430-6130		\$4,470.00	\$4,470.00	\$4,470.00		
	Part Time					
	Director					
Group Insurance						
4-112-430-6150		\$7,752.00	\$7,752.00	\$7,752.00		
Workmen's Comp						
4-036-430-6160		\$303.00	\$303.00	\$303.00		
Dues, Memberships, Training						
4-001-430-430-6210		\$600.00	\$600.00	\$600.00		
Building Maintenance						
4-001-430-6310		\$0.00	\$0.00	\$0.00		
Building Grounds/Supplies						
4-001-430-6320		\$5,032.00		\$5,032.00		
	Miscellaneous		\$300.00			
	Replace Basketball Goals at Beranek Park		\$1,300.00			
	Soccer Field Treatment(Tru Green)		\$2,432.00			
	Trail Maintance		\$500.00			
	Sand for park and volleyball court		\$500.00			
Utility Services/Gas, Electric						
4-001-430-6371		\$1,720.00		\$1,720.00		
	Beranek Park		\$600.00			
	Baseball/softball diamond		\$1,000.00			
	Wapsi Park		\$120.00			
Telephone						
4-001-430-6373		\$2,500.00	\$2,500.00	\$2,500.00		
Data Processing						
4-001-430-6419		\$0.00	\$0.00	\$0.00		
Contract Payments						
4-001-430-6498		\$4,500.00		\$4,500.00		
	Movie License		\$500.00			
	Port O Potties		\$2,000.00			
	Misc. Engineering expenses		\$2,000.00			
Chemicals						
4-001-430-6501		\$0.00	\$0.00	\$0.00		
Minor Equipment						
4-001-430-6504		\$300.00		\$300.00		
	Misc.		\$300.00			
Office Supplies						
4-001-430-6506		\$500.00		\$500.00		
	Copy Costs		\$0.00			
	Misc.		\$500.00			

		Total Fund Expenditure	Expenditures	Property Tax Request	User Fee Revenue	LOST
Postage						
4-001-430-6508		\$500.00	\$500.00	\$500.00		
Recreation Supplies						
4-001-430-6520		\$3,140.00				
	Easter Egg Hunt			\$600.00		
	Easter Eggs, candy and prizes		\$600.00			
	Christmas Past			\$400.00		
	Craft Supplies		\$400.00			
	Halloween Event(chili supper and costume contest)				\$640.00	
	Medals and Trophies		\$90.00			
	Prizes for Treat Bags		\$50.00			
	Soup and supplies		\$500.00			
	Free programming(Wednesday in summer and afterschool November -March)					
	Food and Activities		\$1,000.00	\$1,000.00		
	Ski lesson Trip				\$500.00	
	Transportation Fee		\$500.00			
Camp						
4-001-430-xxxx		\$8,100.00				
	2 weeks of Summer Camp(30 children at \$135 a person)				\$8,100.00	
	Shirts		\$1,500.00			
	Activities and transportation		\$6,600.00			
Swimming						
001-5-4-430-6522		\$1,920.00				
	Swim Bus Transportation		\$1,920.00	\$1,420.00	\$500.00	
Adult Fitness						
001-5-4-430-6526		\$740.00				
	Men's Basketball League					
	Gym fee		\$520.00	\$520.00		
	Indoor Walking					
	Gym fee		\$220.00	\$220.00		
Adult Sports/Activities						
4-001-430-6529		\$1,600.00				
	Sand VB League				\$1,000.00	
	Balls		\$300.00			
	Sand VB Tournament					
	Prizes, food		\$700.00			
	Misc. Adult Programming				\$600.00	
	Equipment, Prizes, other misc...		\$600.00			

		Total Fund Expenditure	Expenditures	Property Tax Request	User Fee Revenue	LOST
Youth Sports						
4-001-430-6525		\$7,250.00				
	3/4 Grade Volleyball (based on 25 participants paying \$20 a piece)				\$700.00	
	Shirts, equipment, supplies		\$285.00			
	Referees for tournament(\$10 a game)		\$240.00			
	Gym Fee( \$10 an hour- 4.5 hours a week for 6 weeks plus a 1 day tournament)		\$350.00			
	5th/6th grade volleyball(Based on 20 participants at \$35 a piece)				\$700.00	
	Shirts, equipment, supplies		\$285.00			
	Referees for tournament(\$10 a game)		\$240.00			
	Gym Fee( \$10 an hour- 4.5 hours a week for 6 weeks plus a 1 day tournament)		\$350.00			
	PreK-2nd grade flag football(based on 60 participants at \$20 a piece)				\$1,200.00	
	Jerseys(10), Equipment, Medals		\$450.00			
	3rd-4th grade flag football (Based on 30 children paying \$35 a piece)				\$1,050.00	
	Shirts and equipment		\$410.00			
	Referee(\$20 a game)		\$640.00			
	Concession Stand		\$400.00		\$400.00	
	5/6 Grade Track				\$0.00	
	Track Rental		\$100.00			
	Preschool Tball (40 children at \$20 a piece)				\$800.00	
	Jerseys(10), Equipment, Medals		\$680.00			
	Preschool Soccer Spring (based on 20 children at \$20 piece)				\$400.00	
	Gym Rental		\$60.00			
	Jerseys(5), Equipment, Medals		\$350.00			
	Youth Basketball(based on 50 children at \$20 a piece)				\$1,000.00	
	Jerseys(10), Equipment, Medals		\$430.00			
	Gym Fee( \$10 an hour- 8 hours needed)		\$100.00			
	Youth Active Group-3rd grade and up				\$1,000.00	
	Shirts, equipment, supplies		\$1,880.00			
Summer League						
4-001-430-xxxx		\$5,500.00				
	Tball/softball/baseball K-6th grade					
	Registrations/sponsors				\$4,000.00	
	Shirts		\$1,300.00			
	Equipment		\$1,100.00			
	Umpires		\$2,000.00			
	Misc. costs		\$100.00			
	Concession Stand		\$1,000.00		\$1,500.00	

		Total Fund Expenditure	Expenditures	Property Tax Request	User Fee Revenue	LOST
Miscellaneous Supplies						
4-001-430-6599		\$0.00		\$0.00		
Set Aside						
4-001-430-6728						
Capital Improvements						
4-001-430-6792		\$30,000.00				
	Additional Wapsi Creek Playground Equipment		\$ 20,000.00	\$ 20,000.00		
	Wapsi Creek Playground Surface		\$ 10,000.00	\$ 10,000.00		
Teen Activities						
4-001-430-6798						
Totals		\$143,713.00	\$143,713.00	\$119,623.00	\$24,090.00	\$ -

(----- 2015-2016 -----) (----- 2016-2017 -----)

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
<b>ROADS AND STREETS</b>						
=====						
001-GENERAL FUND						
001-5-2-210-6010 SALARIES AND WAGES	70,238	64,622	68,330	29,454	68,330	70,279
001-5-2-210-6320 BLDG/GROUNDS OPERATION	0	0	0	0	0	
001-5-2-210-6444 TREE TRIMMING	0	0	0	0	0	
001-5-2-210-6490 CONSULTANT AND PROF. F	0	244	36,321	36,687	36,321	36,321
001-5-2-210-6496 MISC. CONTRACT WORK	0	6,923	6,278	0	6,278	
001-5-2-210-6723 EQUIPMENT SET ASIDE	0	0	8,000	0	8,000	
001-5-2-210-6727 EQUIPMENT	0	0	6,250	0	6,250	0
001-5-2-210-6761 CAPITAL IMPROVEMENT ST	80,329	157,503	24,000	10,912	24,000	45,000
TOTAL 001-GENERAL FUND	150,566	229,291	149,179	77,052	149,179	
036-TORT LIABILITY						
036-5-2-210-6160 WORKMENS COMP.	16,035	14,542	15,898	15,898	15,898	
036-5-2-210-6170 JOB INSURANCE	0	0	0	0	0	
036-5-2-210-64081 LIABILITY INSURANCE	29,852	1,418	7,115	7,115	7,115	
TOTAL 036-TORT LIABILITY	45,886	15,960	23,013	23,013	23,013	
110-ROAD USE TAX						
110-5-2-210-6010 SALARIES AND WAGES	0	0	0	0	0	
110-5-2-210-6020 PART TIME	0	0	0	0	0	
110-5-2-210-6210 DUES, MEMBERSHIP	0	0	0	0	0	
110-5-2-210-6310 BUILDING MAINTENANCE	85	1,760	0	624	0	1,000
110-5-2-210-6320 BLDG/GROUNDS OPERATION	8,082	8,723	5,500	7,988	5,500	
110-5-2-210-6331 MOTOR OPERATION FUEL	7,486	3,587	7,250	2,891	7,250	
110-5-2-210-6332 REPAIR/MAINTENANCE-VEH	6,433	5,171	5,500	8,604	5,500	
110-5-2-210-6371 UTILITY SERVICES/GAS,	7,622	3,698	4,000	117	4,000	
110-5-2-210-6373 TELEPHONE/OPERATIONS	1,562	2,689	2,000	1,349	2,000	
110-5-2-210-6444 TREE TRIMMING	13,085	9,682	25,000	40,854	25,000	20,000
110-5-2-210-6490 CONSULTANT AND PROF. F	631	17,225	15,000	2,271	15,000	
110-5-2-210-6496 MISC. CONTRACT WORK	1,797	0	0	0	0	
110-5-2-210-6501 CHEMICALS	0	0	0	0	0	
110-5-2-210-6504 MINOR EQUIPMENT	2,306	1,794	2,000	1,260	2,000	
110-5-2-210-6509 SIGNS/SUPPLIES	2,456	3,231	3,000	1,438	3,000	
110-5-2-210-6511 SAND	2,842	2,491	2,500	27	2,500	
110-5-2-210-6512 SALT	5,565	5,445	6,000	3,872	6,000	7,500
110-5-2-210-6521 MOTOR VEHICLE MAINT. S	3,057	4,348	3,500	2,292	3,500	
110-5-2-210-6524 ROCK/COLD MIX	3,144	4,491	5,000	5,581	5,000	
110-5-2-210-6529 UNIFORMS	0	0	0	0	0	
110-5-2-210-6560 IRON/STEEL	0	0	0	0	0	
110-5-2-210-6599 MISC. SUPPLIES	1,568	1,191	1,000	1,052	1,000	
110-5-2-210-6723 EQUIPMENT SET ASIDE	0	0	0	0	0	
110-5-2-210-6724 CAPITAL EQUIP./SNOW PL	0	0	49,250	0	49,250	0
110-5-2-210-6727 EQUIPMENT	7,350	46,900	3,000	0	3,000	14,000
110-5-2-210-6761 CAPITAL IMPROVEMENT ST	91,083	122,346	90,500	26,460	90,500	149,500
110-5-2-210-6801 PRINCIPAL	0	0	0	0	0	
110-5-2-210-6851 INTEREST/COUPONS	0	0	0	0	0	
TOTAL 110-ROAD USE TAX	166,152	244,770	230,000	106,680	230,000	237,750

## 110 Roads and Streets

**6320 Bldg /Grounds Maintenance-** This line is generally used for any small maintenance items that come up throughout the year. Any unforeseen need for a tool or materials would also utilize this line.

**6444 Tree Trimming-** This line is used for tree trimming, tree removals and stump grinding for city owned trees. It also is utilized to provide for grinding of the city brush pile. Due to the age of many trees in the older sections of town there has been a steady climb in the amount of trimming and removals needed yearly, therefore the normal request for this line has been increased from previous years.

**6509 Signs/Supplies-** This line provides for replacement for outdated or damaged signs and additional signs when needed.

**6512 Salt-** This is used for the salt Public Works uses in snow removal. We have a contract with North American Salt Company and receive anywhere from 50 to 70 ton of salt yearly from them. This line also covers the sidewalk deicers the city uses as well as purchases the beet juice the City began using this year to supplement our other deicers.

**6521 Motor Vehicle Maint.-** This line is used for any repairs necessary to the fleet during the year.

**6724 Equipment Set Aside-** This line is for in place to use for future truck and equipment.

**6761 Capital Improvement Streets-** This line is for any street project to be completed during the year. There are a couple projects staff would like to complete this year.

1. **East Green Street Reconstruction**
2. **Salt Shed Construction**
3. **Sealcoat ¼ of the cemetery**
4. **Crack Sealing**

### Street Projects FY17

1. **Sealcoat patches and ¼ of the cemetery:** There are several areas of town that will require patches to existing sealcoat in order to keep it in decent condition for the year. Staff would also recommend sealcoating a section of the cemetery as well. At this point any work in the cemetery will require significant reconstruction. Staff would like to complete this over the next few years and then get it on a schedule for a maintenance coating every 3 or 4 years in order to keep the existing roads in good shape. **Contractor**

**RUT 110-5-2-210-6761 \$15,000**

2. **East Green Street Reconstruction:** This project would include storm water infrastructure installation, curb/ gutter and asphalt overlay on the block of East Green Street from 5<sup>th</sup> Street to 6<sup>th</sup> Street. This street has no infrastructure under it and would be a relatively easy project to complete. There would be a few tree removals prior to this project beginning. There would also be three driveway approaches to replace upon completion of the road work. The block of East Green Street between 4<sup>th</sup> and 5<sup>th</sup> Streets was completed in 2014. This project would provide for a lower maintenance roadway and create a better surface for residents. The current surface is sealcoat and at the west end is approximately 15 foot wide instead of the 28 foot it should be. Public Works

staff would do the notifying of residents, backfill and driveway approaches on this project. The curb/gutter and asphalt overlay would be bid out to a minimum of 3 asphalt companies. **In**

**House/Contractor**

**RUT 001-5-2-210-6761 \$49,000**

- 3. Crack Sealing:** Crack sealing is a preventative maintenance for asphalt and concrete road surfaces. It helps to stop water from infiltrating to the sub grade from the surface and helps control the freeze thaw effects on existing cracks in the roadway. Staff would recommend crack sealing Golf View and 6<sup>th</sup> Street. This should help to lengthen the lifespan of these concrete streets.

**Contractor**

**RUT 110-5-2-210-6761 \$10,000**

- 5. Main Street Asphalt Patches:** There are several areas of Main Street in the downtown that are in need of repair. Staff would recommend an overlay on the portions of Main Street at the intersection of N Downey on the east and westbound lanes from the intersection approximately 50 foot in length and 12 foot wide and at the intersection of Main Street and Parkside Drive with similar measurements. These would be a minimal repair until the complete overlay in the CIP plan could be completed. **Contractor**

**RUT 110-5-2-210-6761 \$25,000**

- 6. Salt Shed:** This would be a total replacement of the existing salt shed. There are a couple options for the new salt shed. The new shed would be located at the north end of the Public Works shop. It would consist of a footing and 8 foot concrete walls above grade with a structure on top of the walls. The options staff looked at are a hoop type building or a wooden structure. The hoop buildings are built with a metal frame and a cloth top, these are significantly less expensive and seem to hold up well. I contacted Johnson County Secondary Roads and Buchanan County Secondary Roads. Buchanan and Johnson County use hoops for salt and sand containment at their main shops and outlying shops. They have used them for 20 plus years and seemed very happy with the performance of them. Staff also visited the Johnson County shed near Interstate 80 on Herbert Hoover Highway to measure and look at their salt shed. The employees there said the cloth top was original but weren't sure how old it was. It showed little sign of salt damage. I spoke with The Cedar County Secondary Roads Department as well and they use one large wood structure at their main shop. They seemed satisfied with the performance of that shed as well. Those are constructed of materials similar to bridge planks and can be in direct contact with salt sand with minimal ill effects. Both of these would be a good option for the salt shed replacement, offering the containment necessary to maintain a clean facility and minimize any runoff of chlorides from the City facility. After looking at these options Public Works Staff would prefer to build the hoop shed but are open to the other option as well if that is what council determines is best for the city. If council chooses to go with the wood structure numbers 2-5 on this sheet would need to be prioritized according to immediate need and either more funds appropriated or have those projects removed from that list. **In House/Contractor**

**RUT 110-5-2-210-6761 \$75,000 Hoop, \$170,000 Wood**

**Total Project Cost \$174,000**

APPROVED BUDGET  
AS OF: DECEMBER 31ST, 2015

(----- 2015-2016 -----) (----- 2016-2017 -----)

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
CEMETERY						
=====						
001-GENERAL FUND						
001-5-4-450-6010 SALARIES AND WAGES	74,364	71,587	80,884	36,835	80,884	
001-5-4-450-6310 BUILDING MAINTENANCE	485	5	0	0	0	
001-5-4-450-6320 BLDG/GROUNDS OPERATION	1,022	1,446	1,000	261	1,000	
001-5-4-450-6331 MOTOR OPERATION FUEL	2,000	2,000	2,500	2,324	2,500	
001-5-4-450-6332 REPAIR/MAINTENANCE-VEH	1,197	1,054	1,500	508	1,500	
001-5-4-450-6498 CONTRACT PAYMENTS	5,541	5,034	9,000	3,564	9,000	
001-5-4-450-6501 CHEMICALS	0	0	0	0	0	
001-5-4-450-6504 MINOR EQUIPMENT	136	543	500	890	500	
001-5-4-450-6521 MOTOR VEHICLE MAINT. S	350	892	1,000	347	1,000	
001-5-4-450-6529 UNIFORMS	298	277	300	0	300	
001-5-4-450-6599 MISC. SUPPLIES	1,277	1,081	1,000	930	1,000	
001-5-4-450-6727 EQUIPMENT	7,900	0	0	0	0	
TOTAL 001-GENERAL FUND	94,571	83,919	97,684	45,658	97,684	
036-TORT LIABILITY						
036-5-4-450-6160 WORKMENS COMP.	2,241	2,465	2,712	2,712	2,712	
036-5-4-450-64081 LIABILITY INSURANCE	2,257	592	1,666	1,666	1,666	
TOTAL 036-TORT LIABILITY	4,498	3,057	4,378	4,378	4,378	
112-TRUST AND AGENCY						
112-5-4-450-6110 FICA	5,372	5,177	6,188	2,761	6,188	
112-5-4-450-6130 IPERS	6,563	6,425	7,223	2,961	7,223	
112-5-4-450-6150 GROUP INSURANCE	9,633	8,042	9,387	3,359	9,387	
TOTAL 112-TRUST AND AGENCY	21,569	19,644	22,798	9,081	22,798	
TOTAL CEMETERY	120,638	106,619	124,860	59,116	124,860	
TOWN HALL						
=====						
022-CIVIC CENTER						
022-5-4-460-6310 BUILDING MAINTENANCE	859	900	1,600	529	1,600	
022-5-4-460-6371 UTILITY SERVICES/GAS,	6,031	5,407	5,000	2,270	5,000	
022-5-4-460-6373 TELEPHONE/OPERATIONS	442	496	500	258	500	
022-5-4-460-6409 JANITORIAL EXPENSE	2,685	2,692	2,700	1,177	2,700	
022-5-4-460-6599 MISC. SUPPLIES	230	80	0	0	0	
022-5-4-460-6792 CAPITAL IMPROVEMENTS	15,715	8,665	7,512	0	7,512	
TOTAL 022-CIVIC CENTER	25,963	18,240	17,312	4,234	17,312	
TOTAL TOWN HALL	25,963	18,240	17,312	4,234	17,312	

## **450 Cemetery Fund**

**6320 Building/Grounds Operations-** This line is used for small ticket items used in our daily activities. Mainly for maintenance purchasing materials used in maintenance work or repairs.

**6504 Minor Equipment-** Used to purchase shovels, rakes, chain saw blades, trimmers or other small hand tools needed in caring for the cemetery.

**6521 Motor Vehicle Maintenance-** Utilized in repairs or maintenance to our fleet of mowers or vehicles used in the cemetery.

**6529 Uniforms-** This line is used to pay for a portion of the clothing allowance for each full time employee on Public Works.

(----- 2015-2016 -----) (----- 2016-2017 -----)

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
306-4TH ST IMPROVEMENTS PROJ				36,750	50,000	
306-5-8-751-6490 CONSULTANT AND PROF. F	0	0	50,000			
306-5-8-751-6498 CONTRACT PAYMENTS	0	0	493,360	0	493,360	
TOTAL 306-4TH ST IMPROVEMENTS PROJ	0	0	543,360	36,750	543,360	
307-MAIN ST INTERSECTION IMP				13,576	25,000	
307-5-8-751-6490 CONSULTANT & PROF FEES	0	0	25,000			
307-5-8-751-6498 CONTRACT PAYMENTS	0	0	0	0	0	
TOTAL 307-MAIN ST INTERSECTION IMP	0	0	25,000	13,576	25,000	
TOTAL CAPITAL PROJECT	0	6,798	840,000	184,150	840,000	
DEPT 762						
=====						
TOTAL DEPT 762	0	0	0	0	0	0
DEPT 810						
=====						
600-WATER FUND						
600-5-9-810-6010 SALARIES AND WAGES	87,104	106,149	110,456	49,670	110,456	
600-5-9-810-6020 PART TIME	0	0	0	0	0	
600-5-9-810-6110 FICA	6,117	7,474	8,450	3,599	8,450	
600-5-9-810-6130 IPERS	7,743	9,328	9,864	3,930	9,864	
600-5-9-810-6150 GROUP INSURANCE	14,886	16,734	15,422	6,997	15,422	
600-5-9-810-6160 WORKMENS COMP.	3,602	1,986	3,962	3,962	3,962	
600-5-9-810-6170 JOB INSURANCE	0	0	0	0	0	
600-5-9-810-6210 DUES, MEMBERSHIP	1,248	1,461	1,500	463	1,500	
600-5-9-810-6230 TRAINING AND EDUCATION	3,179	3,754	1,500	90	1,500	
600-5-9-810-6240 TRAVEL AND CONFERENCE	17	670	500	1,115	500	
600-5-9-810-6310 BUILDING MAINTENANCE	1,701	5,403	2,000	1,621	2,000	
600-5-9-810-6320 BLDG/GROUNDS OPERATION	3,288	5,096	2,000	1,080	2,000	
600-5-9-810-6331 MOTOR OPERATION FUEL	4,000	4,091	4,000	709	4,000	
600-5-9-810-6332 REPAIR/MAINTENANCE-VEH	251	3,576	1,000	631	1,000	
600-5-9-810-6350 EQUIPMENT REPAIR	500	1,619	500	0	500	
600-5-9-810-6371 UTILITY SERVICES/GAS,	32,445	31,855	32,000	18,304	32,000	
600-5-9-810-6373 TELEPHONE/OPERATIONS	1,562	2,818	2,000	1,514	2,000	
600-5-9-810-64081 LIABILITY INSURANCE	12,219	1,418	5,192	4,096	5,192	
600-5-9-810-6412 LAB ANALYSIS	1,332	1,208	2,000	581	2,000	
600-5-9-810-6418 SALES TAX	25,426	27,226	25,000	16,168	25,000	
600-5-9-810-64181 LOCAL OPTION SALES TAX	0	0	0	2,586	0	
600-5-9-810-6419 TECHNOLOGY SERVICES	0	0	0	0	0	
600-5-9-810-6420 OPTION TAX	0	0	0	0	0	
600-5-9-810-6490 CONSULTANT AND PROF. F	2,173	7,489	2,500	12,593	2,500	
600-5-9-810-6497 CONTRACT WORK BACKHOE	0	0	0	0	0	
600-5-9-810-6498 CONTRACT PAYMENTS	277	396	500	344	500	

APPROVED BUDGET  
AS OF: DECEMBER 31ST, 2015

DEPARTMENTAL EXPENDITURES	2013-2014		2014-2015		2015-2016		2016-2017	
	ACTUAL		ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET	
600-5-9-810-6501 CHEMICALS	17,616		21,127	15,000	12,118	15,000		
600-5-9-810-6506 OFFICE SUPPLIES	393		433	250	535	250		
600-5-9-810-6508 POSTAGE AND SHIPPING	2,250		2,533	2,250	1,167	2,250		
600-5-9-810-6521 MOTOR VEHICLE MAINT. S	0		500	0	0	0		
600-5-9-810-6529 UNIFORMS	232		296	350	560	350		
600-5-9-810-6590 MISCELLANEOUS COMMODIT	0		0	0	0	0		
600-5-9-810-6598 WATER DEPOSIT REFUNDS	4,006		3,201	4,000	2,250	4,000		
600-5-9-810-6599 MISC. SUPPLIES	22,006		22,297	7,500	7,782	7,500		
600-5-9-810-6722 OTHER EQUIPMENT: PLANT	15,864		10,134	7,500	5,345	7,500	15,000	
600-5-9-810-6727 EQUIPMENT	684		0	6,250	0	6,250	16,000	
600-5-9-810-6783 UTILITIES SYSTEM-REPIA	103,215		85,836	100,000	16,752	100,000	140,000	
600-5-9-810-6791 EQUIPMENT MAINTENANCE	1,500		0	0	0	0		
600-5-9-810-6796 CAPITAL SYSTEM SET ASI	0		0	20,000	0	20,000		
600-5-9-810-6797 CAPITAL EQUIPMENT SET	0		0	10,000	0	10,000		
600-5-9-810-6801 PRINCIPAL	22,535		0	0	0	0		
600-5-9-810-6851 INTEREST/COUPONS	9,657		0	0	0	0		
TOTAL 600-WATER FUND	409,028		386,108	403,446	176,562	403,446		
603-WATER SINKING FUND								
603-5-9-810-6801 PRINCIPAL	43,000		45,000	45,000	0	45,000		
603-5-9-810-6851 INTEREST/COUPONS	21,873		20,475	20,013	0	20,013		
TOTAL 603-WATER SINKING FUND	64,873		65,475	65,013	0	65,013		
TOTAL DEPT 810	473,900		451,583	468,459	176,562	468,459		
SEWER OPERATING								
=====								
610-SEWER FUND								
610-5-9-815-6010 SALARIES AND WAGES	75,726		97,400	103,184	46,199	103,184		
610-5-9-815-6020 PART TIME	990		935	0	0	0		
610-5-9-815-6110 FICA	5,419		6,956	7,894	3,371	7,894		
610-5-9-815-6130 IPERS	6,815		8,646	9,215	3,655	9,215		
610-5-9-815-6150 GROUP INSURANCE	11,946		14,301	12,279	5,948	12,279		
610-5-9-815-6160 WORKMENS COMP.	2,687		1,627	1,790	2,509	1,790		
610-5-9-815-6170 JOB INSURANCE	0		0	0	0	0		
610-5-9-815-6210 DUES, MEMBERSHIP	493		643	750	271	750		
610-5-9-815-6230 TRAINING AND EDUCATION	940		1,000	1,000	0	1,000		
610-5-9-815-6240 TRAVEL AND CONFERENCE	166		500	500	80	500		
610-5-9-815-6310 BUILDING MAINTENANCE	1,182		2,396	1,000	0	1,000		
610-5-9-815-6320 BLDG/GROUNDS OPERATION	5,163		3,733	3,500	2,054	3,500		
610-5-9-815-6331 MOTOR OPERATION FUEL	3,130		2,743	4,417	799	4,417		
610-5-9-815-6332 REPAIR/MAINTENANCE-VEH	242		272	1,000	0	1,000		
610-5-9-815-6350 EQUIPMENT REPAIR	0		1,000	1,000	0	1,000		
610-5-9-815-63501 REPAIRS-RADIOS	0		0	0	0	0		
610-5-9-815-6371 UTILITY SERVICES/GAS,	19,898		18,127	20,000	9,198	20,000		
610-5-9-815-6373 TELEPHONE/OPERATIONS	1,562		2,689	2,000	1,269	2,000		
610-5-9-815-64081 LIABILITY INSURANCE	10,630		1,418	6,442	5,346	6,442		
610-5-9-815-6412 LAB ANALYSIS	7,616		7,613	8,500	2,482	8,500		

APPROVED BUDGET  
AS OF: DECEMBER 31ST, 2015

(----- 2015-2016 -----) (----- 2016-2017 -----)

DEPARTMENTAL EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	REQUESTED BUDGET	PROPOSED BUDGET
610-5-9-815-6418 SALES TAX	0	0	0	0	0	
610-5-9-815-64181 LOCAL OPTION SALES TAX	0	0	0	0	0	
610-5-9-815-6490 CONSULTANT AND PROF. F	13,226	13,326	10,000	2,053	10,000	
610-5-9-815-6498 CONTRACT PAYMENTS	277	171	0	84	0	
610-5-9-815-6499 MISC. CONTRACT WORK	2,276	3,316	1,500	0	1,500	
610-5-9-815-6501 CHEMICALS	0	0	250	0	250	
610-5-9-815-6504 MINOR EQUIPMENT	10	0	500	0	500	
610-5-9-815-6506 OFFICE SUPPLIES	0	0	250	0	250	
610-5-9-815-6508 POSTAGE AND SHIPPING	3,501	3,106	3,500	1,748	3,500	
610-5-9-815-6510 SAFETY EQUIPMENT	556	987	1,300	220	1,300	
610-5-9-815-6521 MOTOR VEHICLE MAINT. S	0	0	1,000	0	1,000	
610-5-9-815-6529 UNIFORMS	314	80	350	30	350	
610-5-9-815-6599 MISC. SUPPLIES	3,755	2,095	3,000	369	3,000	
610-5-9-815-6727 EQUIPMENT	495	0	6,250	0	6,250	10,000
610-5-9-815-6762 MANHOLE REPAIR	0	0	0	0	0	
610-5-9-815-6781 CAPITAL IMPROV. LINE C	534	0	2,000	0	2,000	
610-5-9-815-6783 UTILITIES SYSTEM-REPLA	343,108	103,627	65,000	12,659	65,000	150,000
610-5-9-815-6790 CAPITAL EQUIPMENT	0	0	10,000	0	10,000	
610-5-9-815-6794 LAB EQUIP./REQUIREMENT	0	0	0	0	0	
610-5-9-815-6801 PRINCIPAL	60,000	0	0	0	0	
610-5-9-815-6851 INTEREST/COUPONS	27,225	0	0	0	0	
TOTAL 610-SEWER FUND	609,882	298,707	289,371	100,345	289,371	
614-WASTEWATER LIFT STATION						
614-5-9-815-6490 CONSULTANT AND PROF. F	1,000	0	0	0	0	
614-5-9-815-6498 CONTRACT PAYMENTS	427,500	0	0	0	0	
TOTAL 614-WASTEWATER LIFT STATION	428,500	0	0	0	0	
TOTAL SEWER OPERATING	1,038,381	298,707	289,371	100,345	289,371	
SOLID WASTE						
001-GENERAL FUND						
001-5-2-840-6413 LANDFILL	11,147	12,739	13,000	14,332	13,000	
001-5-2-840-6430 TIPPING FEE	0	0	0	0	0	
001-5-2-840-6498 CONTRACT PAYMENTS	46,495	52,779	55,000	8,309	55,000	
TOTAL 001-GENERAL FUND	57,642	65,518	68,000	22,641	68,000	
TOTAL SOLID WASTE	57,642	65,518	68,000	22,641	68,000	
LOCAL CABLE ACCESS						

## 600 Water Fund

**6230 Training and Education-** Continuing Education is required by Iowa DNR in order to maintain certification in sewer and water operations.

**6310 Building Maintenance-** This line is used for general upkeep on the water plant and other associated facilities. Painting, small plumbing issues, lighting, heating, etc.

**6501 Chemicals-** Chlorine and phosphate are added to the water supply daily. This line covers the cost of those and any other additive we may use in our water supply.

**6599 Misc. Supplies-** The majority of this line would supply staff with meters and radio read equipment to be installed in the coming year.

**6722 Other Equipment/Plant-** This covers necessary repairs, maintenance concerns or upgrades necessary in the operations of the water plant and wells. This is for larger issues than what the building maintenance line covers.

**6783 Utilities System Replacement-** This is used for any repairs or replacements to the water system.

**6796 Capital System Set Aside-** This is set aside for water tower painting and cleaning.

**6797 Capital Equipment Set Aside-** This line is for in place to use for future truck and equipment.

## Water Projects FY 17

- 1. Water Main Replacement:** Staff would recommend replacement of the section of 4 inch water main from 5<sup>th</sup> Street to the fire hydrant directly east of 631 E Main Street. This would be an upgrade to 8 inch pipe from 4 inch. This would supply the east side of town with more adequate fire protection and better quality water. This project is also an important step for any future water main replacements that will be needed on the east side of town. This project was planned for the FY 16 budget but was not able to be completed due to funding being needed for some unexpected water main additions during the Tidewater Drive Improvements, water main looping on Water Street which will help maintain water supply as this future project is completed, unexpected repairs to Well #4 and just timing on the development of plans for this water main replacement. This would require utilizing additional funds from the water fund. **Contractor**

**WATER 600-5-9-810-6783 \$140,000**

- 2. Maintenance on media in water filters:** Staff would like to have the oldest two of the eight filters serviced. This would require taking them out of service for a length of time to remove media, clean, paint, do repairs and then replace the media. The media is the part of the filter that separates the iron particles out of the water. The filters are ran backwards and flushed to waste on a biweekly schedule but over time the media begins to clog and needs cleaning or replacement. These filters were inspected and testing was done on the media in 2014. The media is in need of replacement. **Contractor**

**WATER 600-5-9-810-6722 \$15,000**

- 3. Maintenance on well #6:** Staff would recommend doing some maintenance on well #6. This is our highest producing well and is part of the Jordan Aquifer. This would involve taking the well off line for a length of time. Removing the pipe, wiring and motor. Then rebuilding or replacing pump if necessary. If everything checks out on the pump then it would be reinstalled as is. Any pipe showing wear would be replaced as needed. This would put us in a good place as far as wells are concerned. We have 4 wells on our system, at this point well #5, well #2 and well #4 have all been serviced or rehabilitated in the past 5 years. This would be a good place to start with a maintenance rotation on all our wells. The work on those wells was done out of necessity due to damage of some sort or due to components wearing out. Staff would like to stay ahead of potential issues as much as possible by utilizing a regular maintenance schedule to alert us to those issues while they are still manageable. **Contractor**

**WATER 600-5-9-810-6783 \$10,000**

## 610 Sewer Fund

**6230 Training and Education-** Continuing Education is required by Iowa DNR in order to maintain certification in sewer and water operations.

**6310 Building Maintenance-** This line is used for general upkeep on the sewer plant and other associated facilities. Painting, small plumbing issues, lighting, heating, etc.

**6412 Lab Analysis-** The city is required by the DNR to test wastewater on a weekly basis. This line covers the cost of having samples tested in a laboratory.

**6510 Safety Equipment-** This line provides for safety equipment used by staff vests, lights, monitors, etc.

**6783 Utilities System Replacement-** This line covers the repairs made in the collection system. Any point repairs, manhole replacements, lining or grouting comes from this line.

**6797 Capital Equipment Set Aside-** This line is for in place to use for future truck and equipment.

### Sewer Projects FY 17

**Phase 2 I&I work:** Progress continues on phase 2 of the I&I work. There are several manholes in need of repair or replacement in this area. Last year the 3 worst manholes were replaced and several point repairs were completed. There are 4 more manholes that will be replaced in the present fiscal year. With all the other expenditures there is approximately \$65,000 a year to do point repairs allowing only portions of each phase to be completed yearly. This will be our third year on phase 2 and will take approximately 2 more years at current funding. In order to approach this more aggressively staff would like to request the use of additional funds from the sewer fund balance. This would allow staff to complete all remaining point repairs and complete lining and grouting of this phase. This would require the addition of \$85,000 along with the normal yearly request of \$65,000. **In House/Contractor**

**SEWER 610-5-9-815-6783 \$150,000**

# 16-142

## Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2016 - ENDING JUNE 30, 2017

Resolution No.: \_\_\_\_\_

The City of: West Branch

County Name: CEDAR & JOHNSON

Date Budget Adopted: \_\_\_\_\_  
(Date) xx/xx/xx

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages. Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

County Auditor Date Stamp		Telephone Number		Signature			
		<b>January 1, 2015 Property Valuations</b>				Last Official Census <b>2,322</b>	
		With Gas & Electric		Without Gas & Electric			
		Regular	2a	<b>128,716,634</b>	2b		<b>127,399,914</b>
		<b>DEBT SERVICE</b>	3a	<b>133,841,473</b>	3b		<b>132,524,753</b>
Ag Land	4a	<b>534,234</b>	4b				

### TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	(A) Request with Utility Replacement	(B) Property Taxes Levied	(C) Rate
384.1	8.10000	Regular General levy	5 1,042,605	1,031,939	43 8.10000
(384)		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 15,000	14,847	47 0.11654
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	14 125,000	123,722	52 0.97113
12(21)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.	462 8,500	8,413	465 0.06604
(384)		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
		<b>Total General Fund Regular Levies (5 thru 24)</b>	25 1,191,105	1,178,921	
384.1	3.00375	Ag Land	26 1,605	1,605	63 3.00375
		<b>Total General Fund Tax Levies (25 + 26)</b>	27 1,192,710	1,180,526	Do Not Add
		Special Revenue Levies			
384.8	0.27000	Emergency (if general fund at levy limit)	28 34,753	34,398	64 0.27000
384.6	Amt Nec	Police & Fire Retirement	29	0	0
	Amt Nec	FICA & IPERS (if general fund at levy limit)	30 192,816	190,844	1.49799
Rules	Amt Nec	Other Employee Benefits	31	0	0
		<b>Total Employee Benefit Levies (29,30,31)</b>	32 192,816	190,844	65 1.49799
		<b>Sub Total Special Revenue Levies (28+32)</b>	33 227,569	225,242	
		Valuation			
386	As Req	With Gas & Elec	Without Gas & Elec		
		SSMID 1 (A)	(B)	34	0
		SSMID 2 (A)	(B)	35	0
		SSMID 3 (A)	(B)	36	0
		SSMID 4 (A)	(B)	37	0
		SSMID 5 (A)	(B)	555	0
		SSMID 6 (A)	(B)	556	0
		SSMID 7 (A)	(B)	1177	0
		<b>Total SSMID</b>		38 0	Do Not Add
		<b>Total Special Revenue Levies</b>	39 227,569	225,242	
384.4	Amt Nec	Debt Service Levy 76.10(6)	40 210,415	208,345	70 1.57212
384.7	0.67500	Capital Projects (Capital Improv. Reserve)	41	0	71 0
		<b>Total Property Taxes (27+39+40+41)</b>	42 1,630,694	1,614,113	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) Number of the resolution adopting the budget has been included at the top of this form.
- 6) The budget file uploaded to the SUBMIT Area matched the paper copy certified by the city to this office.
- 7) The long term debt schedule (Form 703) shows sufficient payment amounts to pay the G.O. debt certified by the city to this office.

(County Auditor)

# Total Employee Compensation - FY 2016/17\*

Updated Jan. 11, 2016

\*includes 3% Base Salary Increase (10% for police chief & sgt. & deputy city clerk) & 3.15% increase in the cost of health insurance.

Employee	HD	Base Salary	3.0% Raise	Salary Adj.	OT	FY 16 Salary	IPERS	FICA	INS	Total
Muckler	6/10	\$ 84,765.00	\$ -		\$ -	\$ 84,765.00	\$ 7,569.51	\$ 6,484.52	\$ 12,997.48	\$ 111,816.52
G. Edgar	11/15	\$ 49,257.40	\$ 1,477.72		\$ 5,073.51	\$ 55,808.63	\$ 4,983.71	\$ 4,269.36	\$ 364.16	\$ 65,425.87
L. Brick	11/14	\$ 38,500.48	\$ <u>3,850.05</u>		\$ 4,235.05	\$ 46,585.58	\$ 4,160.09	\$ 3,563.80	\$ 38.00	\$ 54,347.47
Admin Sub.		\$ 172,522.88	\$ 5,327.77		\$ 9,308.57	\$ 187,159.22	\$ 16,713.32	\$ 14,317.68	\$ 13,399.64	\$ 231,589.85
Horihan	8/11	\$ 63,398.40	\$ <u>6,339.84</u>		\$ 6,973.82	\$ 76,712.06	\$ 7,548.47	\$ 5,868.47	\$ 12,997.48	\$ 103,126.48
J. Hanna	9/7	\$ 48,963.20	\$ <u>4,896.32</u>	\$ 3,000.00	\$ 5,685.95	\$ 62,545.47	\$ 6,154.47	\$ 4,784.73	\$ 12,997.48	\$ 86,482.16
Holmes	11/15	\$ 42,016.00	\$ 1,260.48	\$ 3,000.00	\$ 4,627.65	\$ 50,904.13	\$ 5,008.97	\$ 3,894.17	\$ 7,358.96	\$ 67,166.22
Homeister	12/15	\$ 38,001.60	\$ 1,140.05	\$ 3,000.00	\$ 4,214.16	\$ 46,355.81	\$ 4,561.41	\$ 3,546.22	\$ 7,358.96	\$ 61,822.40
Part Time		\$ 25,000.00	\$ -		\$ -	\$ 25,000.00	\$ 2,460.00	\$ 1,912.50	\$ -	\$ 29,372.50
PD Sub.		\$ 217,379.20	\$ 13,636.69		\$ 21,501.59	\$ 261,517.48	\$ 25,733.32	\$ 20,006.09	\$ 40,712.88	\$ 347,969.76
P. Stagg	8/12	\$ 44,449.60	\$ 1,333.49		\$ 6,867.46	\$ 52,650.55	\$ 4,701.69	\$ 4,027.77	\$ 7,358.96	\$ 68,738.97
P. O'Neil	8/1	\$ 43,264.00	\$ 1,297.92		\$ 4,456.19	\$ 49,018.11	\$ 4,377.32	\$ 3,749.89	\$ 7,358.96	\$ 64,504.27
T. Moss	7/3	\$ 44,428.80	\$ 1,332.86		\$ 4,576.17	\$ 50,337.83	\$ 4,495.17	\$ 3,850.84	\$ 12,997.48	\$ 71,681.32
Goodale	10/10	\$ 55,619.20	\$ 1,668.58		\$ 8,593.17	\$ 65,880.94	\$ 5,883.17	\$ 5,039.89	\$ 12,997.48	\$ 89,801.48
Part Time		\$ 35,000.00	\$ -		\$ -	\$ 35,000.00	\$ 3,125.50	\$ 2,677.50	\$ -	\$ 40,803.00
PW Sub.		\$ 222,761.60	\$ 5,632.85		\$ 24,492.99	\$ 252,887.44	\$ 22,582.85	\$ 19,345.89	\$ 40,712.88	\$ 335,529.05
Shimmin	1/7	\$ 49,291.84	\$ 1,478.76		\$ -	\$ 50,770.60	\$ 4,533.81	\$ 3,883.95	\$ 7,358.96	\$ 66,547.32
Knoche	10/7	\$ 41,969.42	\$ 1,259.08		\$ -	\$ 43,228.50	\$ 3,860.31	\$ 3,306.98	\$ 38.00	\$ 50,433.79
Schafer	7/14	\$ 32,136.00	\$ 964.08		\$ -	\$ 33,100.08	\$ 2,955.84	\$ 2,532.16	\$ 7,358.96	\$ 45,947.03
Part Time		\$ 14,944.00	\$ 93.15		\$ -	\$ 15,037.15	\$ 1,342.82	\$ 1,150.34	\$ -	\$ 17,530.31
Library Sub.		\$ 138,341.26	\$ 3,795.07		\$ -	\$ 142,136.33	\$ 12,692.77	\$ 10,873.43	\$ 14,755.92	\$ 180,458.45
Russell	10/4	\$ 38,875.20	\$ 1,166.26		\$ 4,004.15	\$ 44,045.60	\$ 3,933.27	\$ 3,369.49	\$ 7,751.18	\$ 59,099.54
Part Time		\$ 6,000.00	\$ -		\$ -	\$ 6,000.00	\$ 535.80	\$ 459.00	\$ -	\$ 6,994.80
P & R Sub.		\$ 44,875.20	\$ 1,166.26		\$ 4,004.15	\$ 50,045.60	\$ 4,469.07	\$ 3,828.49	\$ 7,751.18	\$ 66,094.34
Mayor		\$ 7,500.00	\$ 7,500.00		\$ -	\$ 15,000.00	\$ 1,339.50	\$ 1,147.50	\$ -	\$ 17,487.00
M & C Sub.		\$ 7,500.00	\$ 7,500.00		\$ -	\$ 15,000.00	\$ 1,339.50	\$ 1,147.50	\$ -	\$ 17,487.00
<b>Totals</b>		\$ <b>803,380.14</b>	\$ <b>37,058.63</b>		\$ <b>59,307.29</b>	\$ <b>908,746.06</b>	\$ <b>83,530.83</b>	\$ <b>69,519.07</b>	\$ <b>117,332.50</b>	\$ <b>1,179,128.46</b>

# 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
<b>Totals</b>		<b>\$ 760,734.14</b>	<b>\$ 19,901.85</b>	<b>\$ 56,408.08</b>	<b>\$ 837,044.07</b>	<b>\$ 76,782.72</b>	<b>\$ 64,033.87</b>	<b>\$ 119,013.96</b>	<b>\$ 1,096,874.62</b>